

These minutes have been agreed by the Chairman and are now subject to approval at the next meeting of the Environment Committee

ADDERBURY PARISH COUNCIL – ENVIRONMENT COMMITTEE

DRAFT MINUTES OF THE MEETING HELD AT THE METHODIST CHURCH, CHAPEL LANE, ADDERBURY ON TUESDAY 4 DECEMBER 2018 AT 10.00AM

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

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), Jonathan White (non-voting member of the Committee), Geoff Barrell (Developer Schemes Coordinator for Oxfordshire County Council) and Mike Wasley (Principal Officer for Traffic Schemes) and four members of the public.

APOLOGIES: None

12/18 DECLARATIONS OF INTEREST – There were no declarations of interest.

13/18 APPOINTMENT OF VICE-CHAIRMAN – The Chairman suggested that the appointment of a Vice-Chairman be deferred until there was a new member of the Committee, following the resignation of Chris Shallis.

Resolved that the appointment of a Vice-Chairman be deferred to the next meeting of the Committee. **Action TG**

14/18 MINUTES – Prior to the meeting, the minutes of the meeting held on 13 November 2018 had been circulated to the Committee.

Resolved that the minutes of the meeting held on 13 November 2018 be approved and the amendments inserted by the Parish Council, be noted.

14/18 OPEN FORUM – A resident raised an issue relating to traffic calming correspondence from two years ago, with regard to the content and how it had been handled by the Parish Council. The Chairman would respond to the matter, in writing, after the meeting.

Another resident reported on his interpretation of the procedures which were being followed at the meeting.

The Chairman thanked both residents for the addressing the Committee.

(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)

15/18 TRAFFIC CALMING – The Chairman reported that following the last meeting, Jonathan White had collated a list of potential and existing traffic calming measures in Adderbury, as well as information relating to drainage issues.

Jonathan presented the list and each item was discussed in turn. Mike Wasley and Geoff Barrell offered advice on the practicalities and funding for traffic calming schemes and the items which were proposed.

Following a discussion, which included information on funding and how the process for implementing Traffic Regulation Orders was applied, the following actions were agreed:

	Action	Whom
1.	Mike Wasley and Jonathan White to carry out a site visit to discuss the options available and costings.	TG to liaise with MW, SC and JW on a date
2.	Black on Yellow signage [e.g. Kill your Speed, possibly including 30mphs].	TG to contact MW in April 2019 to progress the signage.
3.	Thames Valley Police be contacted with regard to the possible use of equipment for the Community Speed Watch Scheme from Shennington Parish Council.	TG

These minutes have been agreed by the Chairman and are now subject to approval at the next meeting of the Environment Committee

4.	Tony Kirkwood be contacted for advice about the use of speed cameras.	TG/JW
5.	Contact be made with Eynsham Parish Council with regard to the informal consultation process which needs to be carried out as part of the Traffic Regulation Order.	TG
6.	Confirmation of the Section 106 funds available from Oxfordshire County Council for traffic calming in Adderbury.	GB
7.	The list of potential and existing traffic calming measures in Adderbury be amended and circulated to the Committee.	JW/TG
8.	Advice be sought on the type of paint which would be suitable for the gateways and Councillors Garrad Millier and Martin Rye to coordinate the work.	TG/GM/MR
With regard to drainage issues:		
1.	Wayne Barker be contacted with regard to the works to unblock the drains on Oxford Road.	JW
2.	Nick Watson be contacted with regard to the clearance of drains on Banbury Road/The Rise and outside Gracewell Care home.	SC/TG

Recommended that the actions, as detailed above, be approved.

16/18 OTHER ITEMS – With regard to the proposed footway on the A4260, Geoff Barrell reported that OCC would clear the vegetation along the A4260 so that the width of the current footpath could be established. Once that work had been completed, tenders would then be invited for the contract. It was hoped that the clearance would take place in this financial year.

The Clerk also highlighted the request which had been made to the Parish Council for a new bus shelter at the end of Chapel Lane. There was currently a bus stop at this location but not a shelter. Geoff Barrell and Mike Wasley agreed to have a look at the site as they left the meeting. **Action GB/MW**

Mike and Geoff left the meeting at this point and they were thanked for attending.

17/18 FOOTPATH ON HORN HILL ROAD – The Clerk reported there was a company, 4th Corner, who could be approached to submit a quote to complete the siding out on the footpath on Horn Hill Road.

Recommended that 4th Corner be invited to a site meeting with Councillor Steven Cox to discuss the work which is required on the Horn Hill Road footpath. **Action TG/SC**

18/18 DATE OF NEXT MEETING – TBC

(Meeting closed 11.40am)

Chairman