

12<sup>th</sup> June 2020

To: All Members of the Abingdon-on-Thames Traffic Advisory Committee

Abingdon-on-Thames Town Council: Cllrs Andrew Coveney, Eric de la Harpe, Andy Foulsham, Patrick Lonergan.

Oxfordshire County Council: Cllrs Neil Fawcett, Alison Rooke, Emily Smith.

Vale of White Horse District Council: Cllrs Cheryl Briggs, Mike Pighills, Max Thompson.

Abingdon-on-Thames Chamber of Commerce: Mr Paul Townsend.

Thames Valley Police: Mr Chris Hulme.

Dear Member,

Your attendance is requested at a meeting of the **Abingdon-on-Thames Traffic Advisory Committee** to be held on **Wednesday 17<sup>th</sup> June 2020 at 7.00 pm.**

Due to the Covid-19 pandemic and in order to comply with Government regulations the Town Council will hold this meeting online and not in person, in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations").

The meeting ID will be forwarded to Members separately. Any members of the public who wish to attend should e-mail me at [nigel.warner@abingdon.gov.uk](mailto:nigel.warner@abingdon.gov.uk) and you will be sent the relevant link.

The meeting will be conducted in the same way, as far as possible, as a meeting in person. Members of the public may view the meeting online and may, with notice, make representations, ask questions, and give evidence in respect of any item of business at agenda item 6.

Where a member is unable to attend a meeting they may nominate a substitute member, provided that the nominating member informs the office of the Town Clerk prior to the commencement of the meeting at [nigel.warner@abingdon.gov.uk](mailto:nigel.warner@abingdon.gov.uk) and cc [enquiries@abingdon.gov.uk](mailto:enquiries@abingdon.gov.uk)

Any queries on the agenda should also be directed to me.

Yours sincerely

*Nigel Warner*

N E Warner  
Town Clerk/ signed electronically

### **Abingdon Town Council - Our Vision**

To develop an inclusive community so that Abingdon is the place where everyone wants to live and where the wellbeing of residents is prioritised. In developing this community, the town will be one which is environmentally sustainable, vibrant, resilient and safe.

#### **Our key objectives**

- 1 To respond effectively and speedily to the climate emergency.
- 2 To develop a resilient, sustainable town which will provide a home for residents now and in the future.
- 3 To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.
- 4 To work with community partners to support those who are vulnerable and in need and to create opportunities to increase social inclusivity.

## **AGENDA**

### 1. Election of Chair

To elect a Chair of the Traffic Advisory Committee for the municipal year 2020/21. Note that under Item 4.2 of the Terms of Reference, the Chair must be an elected member of Abingdon-on-Thames Town Council.

2. Election of Vice Chair

To elect a Vice Chair of the Traffic Advisory Committee for the municipal year 2020/21. Note that the Vice Chair may be elected from any of the organisations represented.

3. Apologies

To record any apologies for absence and attendance of substitute Members.

4. Declarations of interest

To receive any declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Local Code of Conduct or the Code of Conduct in relation to their authority, as applicable.

5. Minutes and matters arising

To receive and consider the draft minutes of the meeting of 13<sup>th</sup> November 2019 (attached as separate document).

Matters arising

To consider any matters arising not covered elsewhere on the agenda.

6. Public participation

At the discretion of the Chair, Members of the public or representatives of organisations may address the Advisory Committee. The address shall be in the form of a statement lasting not more than three minutes. The person giving the address shall not be permitted to participate in any subsequent debate by the Advisory Committee on the matter in question.

Notice of intention to make a statement must be submitted in writing to the Town Clerk no later than 5pm on Tuesday 16<sup>th</sup> June 2020. This should be sent by e-mail to:

[enquiries@abingdon.gov.uk](mailto:enquiries@abingdon.gov.uk), with a copy to [nigel.warner@abingdon.gov.uk](mailto:nigel.warner@abingdon.gov.uk).

7. Items submitted to the Town Clerk by members or residents / public ahead of the meeting (in order of date of submission of first item)

Members

CLlr Emily Smith:

- **Parking enforcement:** To consider the letter from Matthew Barber, Deputy Police & Crime Commissioner for Thames Valley regarding the above which was sent to the South & Vale District Councils regarding

councils paying for PCSO parking enforcement (letter attached as separate document).

- **Northcourt Road pavement** parking and consultation on road layout. Parking in Northcourt area also raised by Cllr Charlie Birks.

At the Annual Town Meeting of 10<sup>th</sup> March 2020, it is noted:

*“Resident has previously attended a meeting in 2015 and raised a concern about the state of the grass verges in Northcourt Road Abingdon and the destruction caused from vehicles being parked here. Please can you provide an update on this situation.*

*“Town Clerk confirmed that the particular grass verges in question fall outside the authority of Abingdon Town Council and as a result there are limits on what we can do. Matter had been raised formally and this was a problem in other areas too. We will raise this again with the relevant authorities to investigate....*

*“Resident seconded the concerns raised regarding the grass verges and the state of the ground as a result of parking here. Felt this issue should be resolved prior to work being carried out on a neighbourhood plan.”*

- **Parking around Larkhill Road area.** Two residents may come to speak about what might be done generally and specifically about the junction with Faringdon Road.

Separate e-mail received by Town Council from resident as follows:

*“As you may be aware the parking around Abingdon School on the Faringdon and Larkhill road areas is diabolical , at the junction at Faringdon road and Larkhill road the cars are parked tonight to the end and is an accident waiting to happen as for the parking on the pavement ( images attached ) how would you get a mobility scooter down there , I have been in touch with the bursar who has made things a little better then it all kicks off again , I live at .... and have problems getting in and out of my driveway, any suggestions?”*

- **Women's Cycle Tour route**

- **Parking in the Burycroft**

Cllr Smith received the following from a local resident of the Burycroft:

*"Over the last few years there has been an increase in vehicles to each house down our street.*

*“We only have 1 vehicle and we struggle to park outside our house most nights. (Resident has medical condition but ‘does not qualify for*

disability') .... We have spoken to other residents and are also fed up with the parking issue. "There are vehicles mounting the grass verges and leaving an absolute mess of the area.

"What we would like is the grass verges removed to allow more parking on the street as there are no areas for off road parking.

"Evening and weekends are horrendous as if you move your vehicle your 'space' will soon be taken.

"We have contacted Oxfordshire County Council, but they have rejected our claim, even with photographic proof of the situation, we think they might have visited while during the day, while people are at work.

"Please could some look it this for us, we are more than happy to go door to door requesting signatures to help our cause."

Cllr Cheryl Briggs and Cllr Helen Pighills

- **Illegal parking in front of Abbey Yard, Old Station Yard**

The following e-mail was received:

"First, thank you for, after mine and my wife's messages to you and Ms. Pighills back in December, persuading for the first time the police, albeit very sporadically, to issue parking tickets regarding dangerous and persistent illegal parking in front of Abbey Yard in Old Station Yard (OX14 3RN), both over double yellow lines and side walk right next to them.

"Unfortunately, the very sporadic police action has been insufficient as you can see from the two first attached photos taken early this morning but that can be taken every morning showing the same dangerous issue. The titles of the attached photos are self-explanatory:

- Car in Yellow Lines Blocking Houses, Side Walks, and Trucks for the Nursing Care Home. Of note in the photo, these illegal cars parked over double yellow lines, simultaneously block access in 3 manners to 3 different kinds of people: they block access via stairs to the residents in the houses in front of it, they block access of pedestrians in side walk, and access of the many waste and health trucks that need to back drive into that road to access the nursing home / care home at Old Station Yard.
- 3 cars parking yellow lines. Of note, the cars are over the yellow lines and almost inside the houses, including our own. The wheel just has to shift a little over the stairs for these cars to come crashing down into house walls were children live and are sitting in the living room.
- Previous Broken wall due to cars parking same site. Photo showing that wall on sidewalk was destroyed back in January probably due to

*a car backing into it. Please see that after that Traffic Pins were placed into the sidewalk. to see if cars wouldn't park there but drivers simply move them away as you can see in the other photos. What is next, for these cars to break the walls of the houses hurting residents?*

*"All this behaviour from repeat parking offenders (some cars such as the black and red in photos are always the same) is unacceptable and inexcusable given that there is simple large free parking overnight right next to it in Abingdon town's proper parking area 10-20 feet away.*

*"Parking wise, this looks like the far west (sic) every day and night right in the centre of one of England's most ancient, historical and beautiful market and river towns, which we very much enjoy otherwise and believe overall is very well taken care of (thank you for that to all councillors).*

*"Thus, please either have the police coming more regularly to issue parking fine as this is a matter of public safety or then erect some public flower vases or barriers on the sidewalks to avoid these cars to park repeatedly both on top of the yellow lines and side walk next to them.*

*"I pay a tremendous amount of taxes, more than almost every place in the world, including highest bracket percentage country wide and city council taxes through the roof and always increasing in Oxfordshire, thus it is only fair and natural that in return for these taxes paid I expect at the very least you impose and protect public safety and that I can be safe within my home without some illegally parked car coming crashing down into the walls and windows of my house hurting our small children (again, as you see in the photo they are already did that to the small fragile wall right next to our home walls).*

*"Looking forward for your action regarding this public safety matter so that I don't have to write about this to all local newspapers."*

Cllr Alison Rooke

- **St Helen's Wharf, Abingdon** – request for update.

Cllr Charlie Birks

- **Cycling provision in Abingdon** (see also item raised by resident).
- **Junction at Bridge Street, East St Helen Street and High Street** needs review.
- **Speed limits in Abingdon** in general – reduction. Note Town Council resolution:

*"This Council expands its climate emergency strategy for reducing carbon footprint by creating a cross-functional working group (District & Town), with the specific aim of investigating a 20mph speed limit zone*

for Abingdon. In alignment with the Council's declared climate emergency strategy, the envisaged benefits of a 20mph speed limit directly contribute towards:

- increased road safety
- reduced carbon footprint
- create a healthier environment through improved air quality and reduced noise pollution
- encourage more physical activity such as walking and cycling.

*"It is recommended that as part of this consultation with local communities and other stakeholders that the results be included as part of the proposed Neighbourhood Plan."*

Town Council officers: Steve Rich Assistant Town Clerk

### **Abingdon Michaelmas Fair and Abingdon Marathon Signage –**

*"During the lead up to the Abingdon Michaelmas Fair in 2019 it became obvious to Town Council staff that there was confusion between the signage for the fair and the signage for the marathon. This confusion led to lorries over 7.5 tonnes entering the area which the Traffic Management Plan, drawn up by County Council officers, prohibits them to do. The problem was caused by Marathon signage being placed near the Fair signage and giving a future date which meant that some vehicles ignored the Fair signs thinking it was a few weeks ahead. Could County and Vale Officers consider this on any future Marathon applications and ensure their signage does not go out until the Michaelmas and Runaway Fairs have departed the town."*

Nigel Warner, Town Clerk

*The Committee is asked to note that the Council has commenced work to prepare a [Neighbourhood Development Plan for Abingdon](#).*

*The timescale for the Plan is two years with the intention that the plan would be ready to be presented for local referendum by 31<sup>st</sup> March 2022.*

*[Feria Urbanism](#) have been appointed to work with the Council in relation to the first stage of the work, the Scoping Stage, and made a presentation to the Annual Parish/ Town meeting on 10<sup>th</sup> March 2020. They have successfully worked with a number of councils, including Lewes Town Council.*

*There will be opportunities for Members to become involved in the process, including serving on the Steering Group.*

*For more details of the work of the Scoping Stage, please see appendix 1 to this agenda.*

Residents/ public

- **Parking Lambrick Way:**

E-mail received as follows:

*“I am writing on behalf of members of Abingdon Marina Residents Association with respect to parking on the left-hand side of Lambrick way just after the junction with Preston Road.*

*“I have been advised both by the Police and Oxfordshire County Council to take the matter up with The Town/Parish Council*

*“Traffic entering Lambrick Way from Preston Road are forced to move over to the other side just before a blind right-hand bend*

*“The matter has been brought to our attention by a number of members who themselves have been in near miss accidents from traffic travelling towards the junction from Lambrick Way towards Preston (Road).*

*“Traffic is not just generated from North, South and West Quay residents but from Abingdon Marina, Rugby Club (particularly very busy at times) Tennis Club, Marina Way and lorries going/to from the Sewage Treatment Plant.*

*“If it is of assistance, we would like to meet with appropriate members of the Council to show the problem on site.*

*“The vehicles parking on the LHS which creates this hazard do so legitimately as there are no parking restrictions on this section of the road.*

*“In the meantime I attach some photographs in a separate email which I trust demonstrates the problem (please note in one photograph you will observe a vehicle coming towards the reader which has had to mount the pavement to avoid traffic coming from the direction of Preston Road).”*

*(Note these photographs are on file at the Town Council offices)*

- **Facilities for cyclists and cycling strategy in Abingdon**

E-mail received as follows:

*“Ever keen to minimise congestion and pollution in Abingdon, I cycled into town yesterday. Whilst I found a place to lock up behind the County Hall, all other bike spaces at the CH and end of the precinct were full and I counted 17 bikes locked to lamp posts, seats etc. around the Market Place and immediate town centre. There wasn’t a cycle ‘event’, just Saturday activity.*

*“The informal bike parking observed probably matches the number of cycle spaces removed from the High Street? Have those spaces been re-located elsewhere, just removed, or are they to be reinstated?”*

*“We are all being encouraged to walk and cycle more and I’m sure that Abingdon, as a ‘Transition Town’ that has declared a Climate Emergency, will want to be at the forefront of positive actions and behavioural change. This should include sufficient cycle parking provision and other facilities to encourage an increase in cycling as a normal mode, especially to the town centre.*

*“Can you advise on Abingdon’s cycling strategy, with current and future bike parking provision?”*

- **Lodge Hill Diamond Interchange**

At the Annual Town Meeting on 10<sup>th</sup> March 2020 the above was raised and it is noted that the question was asked:

*“Can Abingdon Town Council do anything regarding the upcoming housing development north of the town and the diamond interchange, to ensure diamond interchange is built before any housing?”*

*“Town Clerk confirmed that Abingdon Town Council shared these concerns and Council objected to planning application because the diamond interchange would not be built before the houses. Matter for County Council but Town Council would continue to make representations. A member stated that the interchange would be built but not before housing started to be occupied.”*

An update is requested.

8. Submission to Oxfordshire County Council in relation to temporary measures to make streets more pedestrian and cyclist friendly to assist in social distancing in response to the Covid-19 pandemic and creating safer public spaces

The County Council is considering measures to make temporary “pop-up” improvements for pedestrians and cyclists following a government announcement that funding would be available for this purpose. Please see attached suggestions which were sent to the County Council on 22<sup>nd</sup> May 2020. The Committee is requested to note and comment as desired.

9. Report from the Principal Officer, Traffic Scheme South Team, Oxfordshire County Council

Mr Lee Turner to report at the meeting.

10. Draft calendar of meetings for 2020 / 21

The proposed dates for meetings for the Council year 2020/21 are:

- Thursday 22<sup>nd</sup> October 2020
- Wednesday 3<sup>rd</sup> March 2021

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*The law allows members of the public and press to record meetings of the Council and its committees. Should you wish to record at any meeting which is open to the public it is requested that you inform the Town Clerk of your intention to film or record before the day of the meeting, by emailing [enquiries@abingdon.gov.uk](mailto:enquiries@abingdon.gov.uk) or telephoning 01235 522642.*

## APPENDIX 1

### **Abingdon Neighbourhood Development Plan: Scoping Stage - taken from briefing document for consultants**

#### **Tasks required at the scoping stage**

The Council expects the chosen consultancy to help define the exact scope of work required but it is expected to include:

**1. To launch the Neighbourhood Development Plan process.**

The appointed consultant will be required to launch the Neighbourhood Plan process at the annual town meeting which is due to take place on Tuesday 10<sup>th</sup> March 2020 at 7pm.

**2. To work with the Council and take such necessary steps as are required to create a Neighbourhood Development Plan Steering Group for Abingdon**

The Council envisages that this group will comprise of councillors and non-councillors. The Town Clerk will act as the liaison with the Council together with a lead councillor for Neighbourhood Planning. At an early stage the consultant will be required to work with the Steering Group to recommend to the Council a neighbourhood plan area designation.

The consultant will need to effectively engage with the Vale of White Horse District Council and their lead officer assigned to the Abingdon Neighbourhood Development Plan.

The consultant will also be required at this early stage to make contact with neighbouring parish councils, some of whom already have Neighbourhood Plans. The consultant will be requested to explore with these councils the appropriate level of engagement with the Plan process.

**3. Community Engagement and Consultation**

This is a key part of the process. The Council wishes to effectively engage the community in taking forward the Neighbourhood Plan process and consult widely. The consultant's proposals as to how this would be best achieved within a town the size of Abingdon are requested and the consultant will lead on this engagement.

As part of the process the consultant will be expected to report progress to the community and the media through an effective communication plan.

Work was previously undertaken on a Community-Led Plan. Whilst the Plan was not completed the "Abingdon for All – Community Survey Autumn 2017 Results" provide some useful evidence and a copy of this document is attached.

#### **4. Development of an evidence base.**

Alongside the work to undertake effective community engagement, the Council wishes to create an initial evidence base in the form of a document which will include:

- (a) Relevant current and emerging planning policy documents at national, regional, county, and district level. The consultant is requested to have particular regard to evidence in relation to the climate and ecological emergency.
- (b) Highlighting those parts of the documents which are specifically relevant to Abingdon.
- (c) Identifying and summarising the policy requirements within those documents and implications of them for the ANDP.
- (d) Identifying local plan policies which are appropriate for local interpretation and to comment on those which might be sufficiently robust and as such not likely to require additional work.

#### **5. The scope of the Plan**

The Consultant will work with the Steering Group in order to produce a report for the Council which proposes:

- (a) A vision for the plan.
- (b) The objectives of the plan.
- (c) The scope of the plan. Given the potentially wide scope of the plan the Council would wish to focus on areas where the plan could have the greatest impact on the future of the town.
- (d) In developing the vision, objectives and the scope of the plan the Council ask that the Council's vision and key strategic objectives, as detailed in Appendix B, are taken in to account.
- (e) To propose a detailed work plan for the ANDP, this to include a timetable for the work.
- (f) To advise the Town Council on maximising the support available to the plan process including sources of funding for the plan.