



ABINGDON-ON-THAMES TOWN COUNCIL

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Town Infrastructure Advisory Committee Thursday 13 January 2022 AGENDA

Date of agenda: Friday 7 January 2022

To: Members of the Town Infrastructure Advisory Committee:

Cllr Andrew Skinner	Chair
Cllr Neil Fawcett	Vice-Chair
Cllr Charlie Birks	
Cllr Grace Clifton	
Cllr Jim Halliday	
Cllr Eric de la Harpe	
Cllr Rawda Jehanli	
Cllr Samantha Bowring	Leader (<i>ex-officio</i>)
Cllr Cheryl Briggs	Mayor (<i>ex-officio</i>)

To all other Members of the Council for information only

Dear Member

Your attendance is requested at a meeting of the **Town Infrastructure Advisory Committee** to be held on **Thursday 13 January 2022 at 7.00pm**.

Due to the Covid-19 pandemic the Town Council will hold this meeting online and not in person. The link to join the meeting was sent out on 21 December 2021. As agreed by the Town Council at its meeting on 29 September 2021, the recommendations of this advisory committee will be considered by the Town Council at its next meeting. Please see the note on governance at the end of this agenda.

Members have been sent the meeting ID. Any members of the public who wish to attend should e-mail democratic@abingdon.gov.uk and you will be sent the relevant link on the day of the meeting.

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 3.

If you would like to provide written comments on any of the planning items in this agenda, please submit them to the town council as soon as possible so that committee members are able to view them before the meeting. If written submissions are received on the day of the meeting they may not be read.

Please note that the Town Council is a consultee on planning applications and any comments may best be submitted directly to the Vale of White Horse District Council [using the website which can be found here.](#)

Should any Member be unable to attend and wish to send a substitute to the meeting, they should email democratic@abingdon.gov.uk.

The agreed terms of reference for this committee can be viewed [here](#).

Any queries in relation to this agenda should be directed to Andy Crick, Committee Clerk.

Yours sincerely

Nigel Warner

Nigel Warner
Town Clerk

Lead Councillors for areas of committee responsibility

Please note that, as agreed at the meeting of the Town Infrastructure Advisory Committee on 16 September 2021, the lead Councillors for areas of responsibility are set out below. Lead Councillors are asked to ensure that matters are addressed and that deadlines are met. Responsibility for specific areas will be delegated to the Town Clerk, who will consult with officers and the Councillors named below. (The relevant paragraph in the scheme of delegation is included in brackets.)

Neighbourhood Planning (paragraph 5) – Cllr Clifton.

Planning: to be the link with the Planning Panel (paragraph 2) and related matters set out in paragraph 4 of the scheme of delegation (strategic/development plans, proposed listed buildings, conservation areas, tree protection orders and building preservation orders), plus those areas covered by paragraph 7 – Cllr Halliday.

Highways/transport/parking (paragraphs 8 and 9) - Cllr Jehanli.

Active travel (paragraph 14) – Cllr de la Harpe.

Licensing (paragraph 11) and house naming/ street numbering (paragraph 3). Street naming would need approval by the full committee - Cllr Fawcett.

Responsibility for all other consultations as set out in paragraph 12 will be confirmed at a future meeting.

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.

The timings provided for each agenda item are approximate and may change if some items take more or less time.

SECTION I - Open to the Public Including the Press

1. **Apologies** 19.00
To receive any apologies for absence.
2. **Declarations of interest** 19.02
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.

3. **Public participation** 19.04

Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business included in the agenda for any meeting of the Council (with the exception of the Annual Meeting) and its standing committees. Notice should be submitted in writing no later than 12 noon on the day of the meeting. This should be by e-mail to democratic@abingdon.gov.uk.

4. **Notes of meeting** 19.15

To agree the draft notes of the meeting of the Town Infrastructure Advisory Committee of [18 November 2021](#) be agreed as a correct record, to be signed by the Chair.

5. **Forward Plan and Actions Register** 19.17

The Forward Plan was approved by Full Council on 27 January 2021 and reviewed in June 2021.

Actions register

The actions register report can be found [here](#).

Review of local transport support	Apr to June 2021	Review of local transport support
	Jun 2021: review	Query resourcing of the local transport support - suggest transfer to July-Sept 21
	Jan to Mar 2022	Report to January 2022 meeting.
Albert Park Conservation Area Appraisal	Oct to Dec 2020	Submit to DC
	Jun 2021: review	Chase Albert Park Appraisal with Vale
	Oct to Dec 2021	DC to approve Albert Park Conservation Area Appraisal
Neighbourhood Plan	Jan to Mar 2021	End of Stage 1; commission consultancy re stage 2 so that starts 1/4/21
	Apr to Jun 2021	Stage 2 of Plan
	Jun 2021: review	April 2021 - NP area agreed by council and steering group Stage 1 report being adopted Jun 21 and work progressing. NW to review timeline from here with FERIA Urbanism
	July to Sept 2021	July 2021 - Public exhibition and engagement event Sep 2021 - Further refinements and create draft plan.
	Oct to Dec 2021	Oct 2021 - Public exhibition and engagement event Nov 2021 - prepare Reg 14 Draft Plan Nov 2021 - six week formal consultation Nov UPDATE: Revised timetable pending, to be updated
	Jan to Mar 2022	Jan 2022 - prepare Reg 16 draft plan
	Apr to Jun 2022	April 2022 - six week formal consultation
	July to Sept 2022	Prepare plan for examination mid-late 2022
Jan to Mar 2023	Early 2023 - Professional advice during examination and referendum	

Travel initiatives	Jan to Mar 2021	Discuss the merits of the active travel and LCWHIP adoption by the TC.
	July to Sept 2021	Promote cycling and walking infrastructure. Awaiting LCWHIP publication prior to adoption.
Town Centre area appraisal	July to Sept 2021	Commence town centre conservation area appraisal
	Jan to Mar 2022	Submit town centre conservation area appraisal to district council

6. **Neighbourhood Plan** 19.30

Update from Cllr Grace Clifton:

As councillors are aware, our original plan was to have a public engagement event in person from 20-22 January to be held in the Roysse Room. Due to the current COVID situation, we have taken the decision to move this event online and are working with FERIA to create an online room allowing members of the public to review the work of the three task groups (town centre, green spaces, character areas) and comment on their proposals. This would be open for consultation for approximately 4-5 weeks. Our aim would be to conclude the consultation with an in-person event, hopefully to be held in early March, which would take the form of an evening presentation and Q and A event, again allowing attendees to comment on findings.

I would like to take the opportunity to acknowledge the hard work of two members of steering group who are stepping down - Louise Brown and Hester Hand. Many thanks to them both for their dedication.

7. **Sponsorship of benches** 19.40

To receive and consider a report from the Town Clerk on sponsorship of benches. This report was requested at the meeting of the Amenities and Recreation Committee on 9 June 2021 (A10).

8. **Cycling** 19.50

To consider any cycling projects in Abingdon which can be delivered in the short-term without the need to wait for the Local Cycling, Walking and Infrastructure Plan (LCWIP) to be reviewed by the County Council. Community Infrastructure Levy (CIL) funding may be considered for some projects. The LCWIP is recorded as an action from the Green Advisory and Scrutiny Committee (18 February 2021, GR57).

9. **20mph zone working group** 19.55

To receive a verbal update and recommendation from the working group established by the Town Infrastructure Advisory Committee on 18 November 2021 (T25) and agreed by the Town Council in 1 December 2021.

10. **Planning panel** 20.00

To receive an update on the operation of the Planning Panel since its introduction in September 2021.

11. **Fingerpost signs** 20.10

To consider whether the 'fingerpost' signs in the town centre should be maintained and if so to ask officers to review the state of all the fingers posts and report to a future meeting detailing the work required, the estimated cost, and suggestions about how the work might be carried out (i.e. Council staff or external contractor or a combination).

12. **Budget 2022-23** 20.15

To receive and consider a [report](#) and [appendix](#) from the Deputy Town Clerk / RFO.

NOTIFICATIONS

13. **CPRE Oxfordshire survey on flooding and pollution issues** 20.30

To receive and consider an email from CPRE on a recent survey:

We are writing to share with you the findings of a recent CPRE Oxfordshire survey of towns and parishes which has revealed the widespread nature of flooding and pollution issues across the county.

At least 1 in 5 of Oxfordshire's towns and parishes face significant flooding and/or sewage issues.*

This situation is clearly unacceptable, for the health and wellbeing of both our rivers and residents.

The full CPRE Oxon Flooding & Pollution report is available [here](#).

You can also see the results summarised on a [searchable Google map](#).

Our survey shows that many of the issues raised are due to specific local circumstances, and will require time and investment to resolve the situation, including better co-ordination between the various bodies involved.

However, we have made a number of recommendations including:

- Thames Water's Drainage & Wastewater Management Plan – this is due out for consultation in 2022 and must demonstrate significant ambition, backed by appropriate investment.
- Oxfordshire Plan 2050 – policy should support all new developments demonstrating that their associated infrastructure will either maintain or improve

water quality, not add to the risk of flooding, and be in place before the site is occupied.

- Planning applications – Local planning authorities need to invest in expertise to provide robust consideration of drainage issues when assessing planning applications and ongoing monitoring and enforcement.
 - Bathing Water Designation – CPRE particularly supports calls for the River Thames and its tributaries to achieve this status, as a key driver for the health of both our rivers and our residents.
- Our grateful thanks to all those Town & Parish Councils that took the time to respond to the survey.

Although the formal survey is now closed, we remain interested to hear the views and experiences of other parishes (campaign@cprexon.org.uk).

14. **Dates of future meetings** 20.35

To note the dates for future meetings and items for the agenda.

17 March 2022

- Corporate identification on Town Council-funded infrastructure

16 June 2022

15. **Exclusion of the public, including the press** 20.36

The Chair will move:

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transacted.

Documents in relation to these items will be available to members only.

SECTION 2 - Confidential

16. **Neighbourhood Plan** 20.37

To receive an update from Cllr Grace Clifton on confidential aspects of the Neighbourhood Plan.

17. **Grant-funded bus usage** 20.45

To receive and consider a report on options for bus services supported by the Town Council.

Note on Governance

On 29 September 2021 the Urgency Committee and the Town Council reviewed the emergency governance arrangements in place during the current phase of the Covid-19 pandemic.

The council's committees continue to meet on-line as advisory committees.

The recommendations of each advisory committee are then considered by the next meeting of the town council. The town council is conducted as a hybrid meeting with those members physically present at the meeting able to vote and make decisions but with the option also for members to attend on-line, in which case they can speak but not vote.

The emergency arrangements will be reviewed regularly and at each council meeting.