



ABINGDON-ON-THAMES TOWN COUNCIL

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Town Infrastructure Advisory Committee

13 January 2022

DRAFT NOTES

Present:

Cllr Andrew Skinner
Cllr Neil Fawcett
Cllr Charlie Birks
Cllr Grace Clifton
Cllr Jim Halliday
Cllr Eric de la Harpe
Cllr Rawda Jehanli
Cllr Samantha Bowring

Chair
Vice-Chair

In attendance:

Andy Crick
Nigel Warner

Committee Clerk (clerk to the meeting)
Town Clerk

SECTION I - Open to the Public Including the Press

T30. Apologies

There were none.

T31. Declarations of interest

There were none.

T32. Public participation

There was none.

T33. Notes of meeting

The draft notes of the meeting of the Town Infrastructure Advisory Committee of 18 November 2021 were agreed as a correct record.

Matters arising: the record of the Neighbourhood Plan in the Forward Plan table on the agenda did not record the updated dates which were agreed at the previous meeting of this committee. The dates have been updated in the record below.

The dates provided in the Forward Plan table for the Albert Park Conservation Area Appraisal were also incorrect on the agenda and have been updated in the table below.

T34. Forward Plan and Actions Register

The Forward Plan was noted.

Actions register

The actions register was noted

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	Revision of draft appraisal
	Jan to Mar 2022	Submission of the draft by the Town Council to the District Council
The District Council has reviewed the draft appraisal and has provided some comments. The conservation area group are revising the appraisal. Responsibility for the submission of the draft appraisal has been delegated to the Town Clerk in consultation with Cllr Halliday, so a revised draft will be submitted to the District Council shortly for approval and public consultation.		
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 Fera 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
	Nov to Dec 2021	Develop aspects of draft ideas from Focus Groups in more detail

	20-22 Jan 2022	Public engagement 1. This has been moved to an online event due to covid restrictions
	Feb to Mar 2022	Refine plan and create draft NP
	April 2022	Public engagement event 2 (tbc)
	May 2022	Prepare regulation 14 draft plan
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.
Oxfordshire County Council is working on the LCWHIP and a briefing will be arranged shortly for Abingdon Councillors. The Town Council had previously agreed to adopt the draft plan but the committee agreed that it would be appropriate to wait for the final plan before considering adoption.		
Town Centre area appraisal	Jan to Mar 2022	See update below
Cllr Halliday advised that the process of the town centre area appraisal would be similar to that of the Albert Park Conservation Area appraisal but that the dates may change by a year. It was anticipated that the project would begin in the quarter from April to June 2022.		

T35. **Neighbourhood Plan**

Cllr Clifton provided a written update which was noted.

T36. **Sponsorship of benches**

A report is being prepared but has not been completed. This will be presented to the next meeting and a draft should be available and shared with Councillors by the end of January 2022.

T37. **Cycling**

The committee was asked to consider any cycling projects in Abingdon which could be delivered in the short-term without the need to wait for the Local Cycling, Walking and Infrastructure Plan (LCWIP), which is currently being reviewed by the County Council.

Abingdon Liveable Streets has prepared a list of potential projects which could be funded with Community Infrastructure Levy (CIL) money, including around East St Helens Street and the Bridge Street junction.

Another project which was suggested as an option for attention was the wooden bridge between Abbey Meadow and Barton Fields, which is a cycle path. The Vale of White Horse District Council has looked at the bridge and made some repairs but a replacement would be welcomed. Sustrans is interested in replacing the bridge. This has been discussed at the Traffic Advisory Committee and there has been a query over ownership of the bridge. The Town Council may not wish to take ownership of the bridge in its current state.

It was requested the Town Clerk investigate whether replacement or repair of this bridge would be applicable for CIL funding.

The Chair, Cllr Skinner agreed to speak to Vale of White Horse District Councillor Mike Pighills to consider what might be done.

T38. 20mph zone working group

The committee received an update from the working group members, Cllr Halliday and Cllr de la Harpe. The working group has met twice, and meetings have included Matthew Franklin, a resident with transport planning experience, Robin Tucker from the Oxfordshire Cycling Network, Chris Hulme from Thames Valley Police, and Lee Turner and Tim Shickle from Oxfordshire County Council.

It was proposed by Cllr de la Harpe, seconded by Cllr Halliday, and recommended to the Town Council that the Town Clerk write to the County Council to request a blanket 20mph limit across Abingdon and a 30mph limit on the peripheral roads – Audlett Drive, Twelve Acre Drive, Dunmore Road, Copenhagen Drive and Colwell Drive.

Cllr Halliday suggested that Oxford Road, Drayton Road and Marcham Road are considered as 30mph roads if the County Council does not agree. This will not be included in the recommendation but will be considered if the County Council does not support this. Cllr Fawcett noted that the County Council would be willing to discuss options if the proposal of the Town Council was not agreed.

Cllr Bowring joined the meeting at 7.27pm

T39. Planning panel

The committee considered the operation of the planning panel since its introduction in September 2021. The operation of the planning panel has been changed following discussions with members. The panel now responds to licensing requests. It may be appropriate to review the panel fully when the new governance regulations are reviewed after six months. It was noted that only a small number of members refer planning applications to the panel for review and there was a concern that Councillors may not be looking at applications in their wards.

Planning panel members will be invited to comment on the operation of the meeting and to suggest improvements to the way it works at the next meeting of the Town Infrastructure Advisory Committee.

T40. Fingerpost signs

The committee considered whether the ‘fingerpost’ signs in the town centre should be maintained and whether officers should review the state of all the finger posts, to report to a future meeting to detail any work required, the estimated cost, and suggestions

about whether the Town Council or a contractor should carry out any remedial work. There have been comments and complaints from residents on the state of these signs, with some minor vandalism recorded and some maintenance needed.

It was proposed by Cllr Bowring, seconded by Cllr Birks, and recommended to the Town Council that it adopts the finger posts in the town installed by the former Joint Environmental Trust (JET) and that the Town Clerk takes appropriate action to maintain them.

T41. Budget 2022-23

The committee received and considered a report from the Deputy Town Clerk / RFO which proposed a net expenditure budget for the committee of £95,550. The attention of Councillors was drawn to additional budget bids: (1) a contribution towards CCTV improvements in Abingdon and (2) funding for speed indicator signs should a 20mph zone be implemented in Abingdon as these devices are not included in the Oxfordshire County Council plan.

The Town Clerk noted that there were sufficient funds in the current budget, and the earmarked reserves to accommodate any costs related to the Neighbourhood Plan to 31 March 2023.

It was proposed by Cllr Halliday, seconded by Cllr Clifton and recommended to the Town Council that a budget of £118,896 be approved for this committee, to include the amount of £95,550 as advised by the Responsible Financial Officer plus an additional £15,000 for speed indicator signs (to be funded from Community Infrastructure Levy (CIL) funds) and a contribution of £8,346 for 2022-23 towards the current digital upgrade of the Vale of White Horse District Council's CCTV in Abingdon for the coming year. The Town Clerk would negotiate a contribution towards the CCTV in future years.

NOTIFICATIONS

T42. CPRE Oxfordshire survey on flooding and pollution issues

The committee received and considered an email from CPRE on a recent survey of towns and parishes on flooding and pollution issues across the county. The CPRE was thanked for its work on this issue and a motion may be tabled at the Town Council on pollution of rivers and raw sewage being pumped into rivers. **Cllr Clifton would respond to CPRE with the Town Council's thanks.**

T43. Dates of future meetings

The dates for future meetings and items for the agenda were noted.

17 March 2022

- Corporate identification on Town Council-funded infrastructure
- Public convenience provision in Abingdon. Cllr Birks requested consideration of provision in the town centre and suggested that this item be considered at the planned awayday.
- Review of Planning panel – comments from members of the planning panel.
- Property review – consideration of ownership of land in Abingdon.

16 June 2022

T44. Exclusion of the public, including the press

The Chair moved 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.

SECTION 2 - Confidential

T45. Neighbourhood Plan

The committee received an update from Cllr Grace Clifton. Please see the confidential appendix to the notes of this meeting.

T46. Grant-funded bus usage

The committee received and considered a report on options for bus services supported by the Town Council. Please see the confidential appendix to the notes of this meeting.

The meeting closed at 8.50pm.