



IF4/22. **Terms of Reference**

It was **proposed** by Cllr Halliday, **seconded** by Cllr Bowring, and **RESOLVED** that, the Terms of Reference for this committee be **APPROVED**.

IF5/22. **Lead Councillors for areas of committee responsibility**

The following changes were **agreed**,

**Licensing** (paragraph 11) – Cllr Fawcett

**House naming/street numbering**, (paragraph 3) - Cllr Halliday, however street naming would need approval by the full council.

IF6/22. **Public Participation**

There was no public participation.

IF7/22. **Notes of meeting**

It was **proposed** by Cllr Halliday, **seconded** by Cllr Skinner and **RESOLVED** that, the draft notes of the Town Infrastructure committee meeting of 17 March 2022 be signed as a correct record.

IF8/22. **Matters Arising**

Cllr Halliday raised some points, these are in the updated Forward Plan and Actions Register.

IF9/22. **Forward Plan**

The Forward Plan was considered and updated.

<b>Review of local transport support</b>	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 approved
	Update Mar 2022	See report on agenda for meeting of 17 March 2022, this will issue will require urgent consideration. Staff resources are under some pressure at present but this will have to be progressed
	July 2022	No progress to report due to lack of resource for this work. Action – pending current officer recruitment
<b>The above is on the Actions Register</b>		
<b>Albert Park Conservation</b>	Oct to Dec 2020	Submit to DC
	Jun 2021: review	Chase Albert Park Appraisal with Vale

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<b>Area Appraisal – updated timescale</b>	March 2022 update	Working Group to submit final version for approval by VHHDC by 30 September 2022
<b>The above is on the Actions Register</b>		
<b>Neighbourhood Plan – updated to reflect March 2022 timescale. See now latest report at agenda item 11 from Cllr Grace Clifton</b>	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
	Jan to June 2022	Neighbourhood Plan area agreed by VWHDC March 2022 Public engagement Prepare Reg 14 draft plan
	Jun/Jul 2022	Six-week formal consultation by Town Council
	Sept/ Oct 2022	Prepare Reg 16 plan and submit
	Autumn 2022	Six-week formal consultation (run by VWHDC)
	Jan to May 2023	Examination and referendum
<b>Travel initiatives</b>		
<b>Travel initiatives</b>	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.
	March 2022 update	See separate item on agenda for meeting of 17 March 2022 Cllr de la Harpe reported that a draft LCWIP has been produced by OCC recently. Awaiting further information <u>21.6.22</u> – This was discussed under Agenda 12 - Cllr Fawcett updated members – the outline design was generally supported, the next stage was to go to Cabinet for approval.
<b>The above is on the Actions Register and separate agenda item at this meeting, item 12.</b>		
<b>Town Centre area appraisal -revised March 2022 – to commence following formal submission of Albert Park Conservation Area Plan</b>	July to Sept 2022	Commence town centre conservation area appraisal
	Jan to Mar 2023	Submit town centre conservation area appraisal to district council  Update July 2022: delayed pending completion of Albert Park Conservation Area Appraisal.

IF10/22. **Actions Register**

Members considered progress on actions and the Actions Register was updated.

*Here Cllr Fawcett joined the meeting online – 08:02pm.*

IF11/22. **Neighbourhood Plan**

A written update from Cllr Grace Clifton attached was noted.

Cllr Bowring requested the Town Council ask that the Neighbourhood Plan Steering group provide critical dates so that this could be communicated in the Town Crier.

The Town Clerk to ask Cllr Clifton to let Cllr Fawcett know when the next meeting of the steering group is due to take place.

There was a dedicated website in relation to the Plan which could be accessed [here](#).

IF12/22. **Cycling and Walking**

Cllr Fawcett updated members – the outline design was generally supported, the next stage was to go to Cabinet for approval.

IF13/22. **Finance Report**

It was by **proposed** by Cllr Halliday, **seconded** by Cllr Bowring and, **RESOLVED** that the report from the Finance Officer which included the Management Accounts for the period 1 April – 30 June 2022, be **APPROVED**.

IF14/22. **Land and Property review**

Members noted the Town Clerks report and that he had chased for a further update on those pieces of land that the Vale of the White Horse District Council were looking to sell and he would report further before the next meeting.

Members congratulated officers for completing the register.

IF15/22. **Future Agenda items**

- List of policies and established practices pertaining to the work of this committee.
- CCTV cameras in areas of concern. Report update and maps showing where current CCTV cameras are sited.
- Grass verges – parking.
- Report and update on bus shelters
- Grant funded bus usage

IF16/22. **Dates of Future meetings**

The date of the next meeting was noted as 22 September 2022.