


BRIZE NORTON PARISH COUNCIL


Minutes of the Parish Council Meeting of the Parish Council on Monday 6th August 2018 at 7.30 pm at The Sports Pavilion, Brize Norton

<u>85/19</u>	<u>PRESENT</u> Cllr Shillingford, Cllr Way, Cllr Campion, Cllr Goble, Cllr Squire, Cllr Postan, Alison Riseley - clerk, Ms Polly Inness	<u>ACTION</u>
<u>86/19</u>	<u>1 – APOLOGIES</u> Cllr Ball, Cllr Gush, Cllr Field-Johnson	
<u>87/19</u>	<u>2.1 - DECLARATION OF INTEREST</u> There were no further declarations of interest from the councillors.	
<u>88/19</u>	<u>2.2 – TO DELCLARE ANY PECUINARY OR OTHER INTEREST</u> There were no further declarations of pecuniary or other interest from the councillors.	
<u>89/19</u>	<u>3 – MINUTES</u> The minutes of the meeting on Monday 2 July were agreed and signed. Cllr Way proposed and Cllr Campion seconded. Motion passed by all Councillors. The Chairman signed the minutes. The minutes of the extraordinary meeting on Friday 14 June were agreed and signed. Cllr Goble proposed and Cllr Campion seconded. Motion passed. The Chairman signed the minutes.	Clerk to scan and post to website
<u>90/19</u>	<u>4 – PUBLIC PARTICIPATION</u> <u>4.1 Traffic Calming and Speed Cushions</u> Ms Inness expressed concerns about the effectiveness and condition of the speed cushions along Station Road and Minster Lovell Road in the village. This item was further discussed as point 90/19 - 7.8 on the agenda.	
<u>91/19</u>	<u>7.8 – APPOINT COUNCILLOR RESPONSIBLE FOR SPEED MANAGEMENT</u>	


3rd September 2018

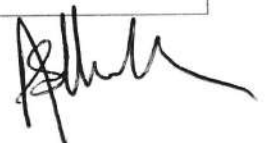
	<p>This item was brought forward so that Cllr Postan could respond to the issue raised in 90/19.</p> <p>Cllr Shillingford suggested that Cllr Goble take responsibility for this. Cllr Way seconded and the motion carried by all the Councillors. Cllr Goble accepted.</p> <p>Cllr Goble is to contact the Area Steward to discuss alternatives to slow down the traffic other than speed cushions.</p> <p>It was considered that speed humps are more expensive to install initially, but they are more durable and so the long-term costs are less as they need less maintenance. Speed humps have been effective in several local villages, including Carterton.</p>	<p>Cllr Goble to liaise with Odele Parsons, OCC regarding possible installation of speed humps on Burford Road as well as speeding issues and concerns over efficiency and conditions of speed humps on Station Road.</p>
<p><u>92/19</u></p>	<p><u>5 – RECORDS OF CHAIRMAN’S MEETINGS</u></p> <p>Meeting with CTC on 26th July 2018. The purpose of the meeting was that CTC want to have regular meetings with their neighbouring Parish Councils to talk about their plans for Carterton and to share resources and ideas where appropriate. Topics covered were the Country Park, The Local Plan and Brize’s Neighbourhood Plan. They are also planning to meet with Alvescot, Black Bourton and Shilton Parishes in the near future.</p> <p>CTC have invited Brize Norton Councillors to attend The Christmas Lights in the Town and invited the BNPS choir if they would like to join in.</p> <p>Cllr Shillingford, Cllr Way and the Clerk attended the Codes of Conduct course held at WODC on the 19th July</p>	<p>Next meeting with CTC 20th September.</p> <p>Clerk to ask BNPS if they have a choir who would like to participate.</p>
<p><u>93/19</u></p>	<p><u>6 – DISTRICT AND COUNTY COUNCILLORS REPORTS</u></p> <p>Cllr Postan brought to the attention of the Council the roadwork initiative relating to Swinbrook Park. David Wilson Homes is to install 20mph speed limit through the Estate and also Shilton, on the completion of the build.</p> <p>Several local villages have expressed an interest in having 20mph speed limits through their villages. Cllr Postan is to set up a meeting for all interested parties to attend. Police say 20mph not enforceable.</p> <p>Gigaclear have begun installing their cable work at the North of Brize Norton village. The South half of the village will remain with BT.</p>	<p>Cllr Postan to inform BN when the meeting will happen.</p>

	Cllr Field-Johnson did not submit a report this month.	
<u>94/19</u>	<p><u>7.1 – THANKS FOR VILLAGE BASH</u></p> <p>The Chairman would like to minute that The Village Bash was considered very successful and would like to pass on the council's appreciation for all who participated and particularly those who organised it.</p> <p>The Chairman proposed a donation of £50 towards leaflets for the Bash. Cllr Squire proposed and Cllr Campion seconded, all agreed and the motion carried.</p> <p>The Chairman would also like to welcome the new Handyman, Terry Handley.</p>	Clerk to arrange for Terry to attend the next meeting so all Cllrs can meet him
<u>95/19</u>	<p><u>7.2 - NEIGHBOURHOOD PLAN STEERING COMMITTEE/ UPDATE ON VILLAGE CHARACTER ASSESSMENT</u></p> <p>The next meeting with Dan Carpenter from TVERC regarding 'Green Corridors' will be carried on to next Thursday. 16th August.</p> <p>A third company (Countryside) is to quote for Landscape Assessment and all information will be circulated to the council for future discussion.</p> <p>The Village Character Assessment is on-going.</p>	
<u>96/19</u>	<p><u>7.3 – REPORT ON SPEED MONITORING ON BURFORD ROAD</u></p> <p>Cllr Goble has prepared a 9-page report regarding the problems on Burford Road, offering possible solutions and conclusions. See Appendix D</p> <p>Cllr Goble explained to the Councillors the information extrapolated from the data taken at Site 1 (Lingermans) and Site 2 (Rocky Banks) within the 30 mph limit. and compared it to results from a Traffic Projection Report from 2014 prepared on behalf of Bloor Homes.</p> <p>Cllr Goble assured the Councillors that he will eventually have access to details from other surveys that have been carried out in the area around Carterton and Burford.</p>	Clerk to reply to Ms Hunt with response based on results and conclusions drawn. Copy into Odele Parsons, OCC and Cllr Field-Johnson.



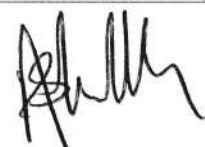
	Cllr Postan and Ms Inness left the meeting at 8:40pm	
<u>97/19</u>	<p><u>7.4 – BLOOR HOMES/ SPORTS FIELD LEASE</u></p> <p>E-mail sent to Will Benbow at Savills. There is no response as yet.</p>	<p>Clerk to follow up within the week.</p> <p>Clerk to follow up with Cairo Nichols requesting our countersigned copy of the sports field lease.</p>
<u>98/19</u>	<p><u>7.5 – BRIZE MEADOWS (WEST BRIZE NORTON) UPDATE ON DEVELOPMENT PLANS</u></p> <p>Cllr Champion approached Chris Shaw (Bloor Homes) on 30th April, with no further contact. Cllr Champion has prepared comments for Phil Shaw (WODC) regarding the Bloor Homes site and approaching issues of concern with the Development.</p> <p>Cllr Squire proposed and Cllr Way seconded that Cllr Champion should respond with questions to ask WODC, as follows.</p> <p>How are WODC going to respond to Bloor homes on the basis of our comments?</p> <p>Where are the Developers on discharging and implementing their pre-commencement conditions (drainage and traffic calming issues) that need to be in place?</p> <p>Cllr Squire to circulate documents with details of pre-commencement details.</p>	<p>Cllr Champion to follow up with Phil Shaw regarding proposals.</p> <p>Cllr Champion to submit his comments on the website as a response from the council.</p>
<u>99/19</u>	<p><u>7.6 – WIDOWS TRUST (POORS PLOT) APPOINTMENT OF THIRD TRUSTEE</u></p> <p>Chairman proposed and Cllr Squire seconded that Mr Chris Thorne and Mr Fred Bellenger continue as trustees of the Widow's Plot for the next four years in the absence of a permanent vicar in the Parish.</p>	<p>Clerk to write a letter to the trustees to suggest that they</p>

	Another trustee is needed to oversee the trust.	choose an ex-officio (other than the vicar), from a member of the church.
<u>100/19</u>	<p><u>7.7 – MONAHAN WAY TOUCAN CROSSINGS</u></p> <p>Cllr Goble reported that Christian Mauz has not yet responded to any contact from the Parish Council.</p>	Clerk to respond on behalf of the council to Mr Mauz asking for further communication.
<u>101/19</u>	<p><u>7.9 – POPPY BOMBING</u></p> <p>Cllr Shillingford proposed funding regarding poppy bombing and funding for crosses of the children in the school from the British Legion.</p> <p>Money should be available remaining from the renovation of the war memorial.</p>	Clerk to look at accounts to see where money has been allocated.
<u>102/19</u>	<p><u>7.10 – REPLACE POEMS ON MEMORIAL TREES</u></p> <p>Cllr Gush was unable to comment.</p> <p>It appears that the new two trees have died, but the councillors have decided to water them and see if they can be revived before thinking about replacing them.</p> <p>As part of the nation's commemoration of the Centenary of the Armistice of WW1, OCC is partnering with The Woodland Trust for a project of lasting remembrance and is donating a young native species tree sapling and a commemorative plaque to go alongside these to all town and parish councils in Oxfordshire to be planted by local councils on sites they identify within their communities. It was agreed that the Clerk would put a request in the next Newsletter, on FB and Twitter for ideas from the Community as to a position of a new WWI tree. If no suggestions are received, the PC will decide where it should be planted.</p> <p>Conversation turned to the late Mary Ellis, who was a WWII pilot born in BN and it was agreed that perhaps we should commemorate this fact in some way. Cllr Campion is to investigate this further.</p>	<p>Clerk to order a tree.</p> <p>Clerk to communicate with Community through the Newsletter, FB and Twitter.</p> <p>Cllr Campion to investigate</p>



<u>103/19</u>	<p><u>7.11 – PRESCHOOL FOREST SCHOOL</u></p> <p>Cllr Gush was unable to comment.</p>	
<u>104/19</u>	<p><u>7.12 – RoSPA INSPECTION OF THE PLAYGROUND</u></p> <p>The Clerk informed the Council that she has received the RoSPA inspection.</p> <p>Cllr Way suggested that the playground’s annual report should have a comment in the newsletter that it was passed.</p>	<p>Clerk to complete the ongoing RoSPA survey.</p> <p>Survey to be circulated to councillors.</p>
<u>105/19</u>	<p><u>7.13 – CILCA TRAINING FOR THE CLERK</u></p> <p>To qualify for membership discount, the Clerk has joined SLCC. She has been assured that there are spaces on the CiLCA training course and the membership discount will be applied after receipt of the membership fees. 50% to be split between Filkins and BN.</p> <p>Cllr Squire proposed, Cllr Way seconded and the motion passed.</p> <p>The first course is on Sept 3rd in Bicester. After completing the first session the Clerk will register with EMMA and will thence have one year to take the course.</p> <p>The Chairman of Filkins and the Chairman of Brize Norton agreed at the Code of Conduct Course, that BN will fund the courses and Filkins will reimburse half the funds.</p>	
<u>106/19</u>	<p><u>7.14 – REPLACEMENT OF TREES ON THE RECREATION GROUND AND OFFER OF A FREE REMEMBRANCE TREE</u></p> <p>This was discussed under item 102/19, item 7.10 on the agenda.</p>	
<u>107/19</u>	<p><u>8– PLANNING</u></p> <p>There are no further planning applications. (see attached Appendix A).</p>	

<p><u>108/19</u></p>	<p><u>9.1 – FINANCE</u> Consider payments to be made (see attached Appendix B). Clerk to inform TIMMS that Cllr Ball and Terry Handley (handyman) are authorised to purchase items at TIMMS</p>	<p>Payments were approved. Clerk to check limit on account at TIMMS</p>
<p><u>109/19</u></p>	<p><u>9.2 – GRANT FOR SCHOOL CROSSING LIGHTS</u> Clerk authorised to complete the form for the lights at the crossing by the school. Use quote for the total amount on the application. One side is completed. The other side (Pop Socket/ cemetery) is not completed because they have not yet installed the pole extension, 20mph speed limit sign and both need to be programmed.</p>	<p>Clerk to follow up with Alan Cockbill.</p>
<p><u>110/19</u></p>	<p><u>10 – CORRESPONDENCE</u> Consider other correspondence during this month (see attached Appendix C).</p>	<p>No Action</p>
<p><u>111/19</u></p>	<p><u>ITEMS FOR FUTURE AGENDA</u></p> <ul style="list-style-type: none"> - Cllr Gush - Forest School for Pre-School low picketed fence, behind tennis court. - Clerk - send a letter to the owners of Mrs Brown's Field asking for improvement to the state of the field. As it is a right of way, which needs to be maintained. - Cllr Campion - contact Willow Farm to see if they have cleared the fields for the Public right of Way - Cllr Campion - research Mary Ellis street name (West Brize Norton) & plaque/ history - Cllr Campion – dog walking on recreation ground - Cllr Way - standing orders - Cllr Goble – NP - Cllr Goble – Toucan Crossings - Cllr Goble – Speed Cushions on Station Road - Cllr Campion and Cllr Squire – Brize Meadows (Bloor Homes) - Cllr Squire - Cllr Shillingford pre-commencement conditions - The Clerk – Newsletter regarding Woodland Trust tree location - Cllr Campion – BNS&SC - Cllr Shillingford - Poppy Bombing - Cllr Goble – Village Character Assessment. - Cllr Way – Tim Gush Taps and Doors (Nick Morley) - Cllr Ball – steering group and PC policies - Cllr Squire – planning - The Clerk - Replacement trees/progress on condition old ones - Cllr Way - Elderbank Hall meeting circulate 	<p>Cllr Campion to send contact details to Clerk.</p>



	<ul style="list-style-type: none"> - Cllr Squire – proposals for Elderbank Hall/ BNS&SC plans. Extension plans and toilets, disabled facilities, parish council offices. - Cllr Campion schedule of works and trigger points from Bloor homes/ WODC - Cllr Way – bus shelter quotes - Cllr Campion - Old signpost on Chapel Hill (Ray Griffiths to repair it?) <p>No additional items identified.</p>	
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There being no further business the chairman declared the meeting closed at **9.45 pm**.

Date of next ordinary meeting **Monday 3rd September 2018** in **The Pavillion** at **7.30 pm**

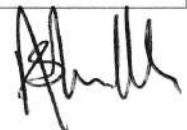
APPENDIX A -PLANNING 107/19:

NEW PLANNING APPLICATIONS:

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PENDING PLANNING DECISIONS

18/01801/HHD	Mr And Mrs Hunter 3 Honeyham Close Brize Norton Carterton	Removal of existing conservatory and replace with new single storey extension to form a sunroom/garden room. Registered: 13th June 2018 Respond by 17th July 2018. Awaiting Decision
18/01539/RES	Mr Chris Shaw Land East of Monahan Way Carterton	Reserved Matters application for Phase 1A comprising of 77 dwellings with associated landscaping, highway, drainage and infrastructure.
14/0091/P/OP		Development comprising up to 700 houses, an employment area of 1.5 hectares (use classes B1 and B8, together with car showroom use which is sui generis), a local centre of 1 hectare (use classes A1 to A5, B1(a), C1, C2, C3, D1 and D2), a primary school with a site of 2.2 hectares, playing fields, allotments, informal open space, landscaping, drainage improvements and associated engineering works such as highways, cycleways and footways. Registered: 23rd May 2018 Respond by 8th August Under Consideration
17/01394/FUL	Lagan Homes (agent West Waddy LLP Land south Upper Haddon Station Road Brize Norton	Erection of 41-44 residential dwellings to include up to 35% affordable homes, new access and associated works (AMENDED PLANS) Under consideration Change of use of part of builder's merchants yard (class use A1) to café (class use A3) AMENDED



17/02058/FUL	A Timms 80-82 Station Road Brize Norton	Awaiting Decision
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PLANNING DECISIONS:

16/02588/OUT – (sent through by Minster Lovell PC)	Mr and Mrs Kinch Land West of Minster Lovell	Residential development of up to 85 dwellings together with a new vehicular access onto Burford Road (B4047), footpath links, areas of public open space, children's play area, landscaping and land for potential burial ground (means of access only). Approve subject to Legal Agreement Tuesday 8th May
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APPENDIX B - FINANCE 108/19:

ORDERS FOR PAYMENT:

101265	84	Mr Mowerman	Mowing machine repairs
101266	39.8	Fred Bellenger	Mowing Machine repairs
101267	210	Crescent Accountancy	Internal Audit
101268	155.65	Shillbrook Stationery	Stationery and materials
101269	761.18	WODC	Grounds Maintenance cutting 3/8
101270	1138.27	Zurich Insurance	Insurance renewal
101271	180.89	Kyle Anderson	July Wages
101272	516	Alison Riseley	July Wages
101273	117.6	RoSPA	Playground inspection
101274	696	CTS traffic & transportation	ATC's on Burford Road
101275	70	Andy Ball	Workwear for Mr Hinchley
101276	52.25	Terry Hinchley	July Wages
101277	6.24	Terry Hinchley	Petrol for mower/trimmer
101277	46	SLCC	Membership for SLCC
	4,074	TOTAL	

PAYMENTS RECEIVED

04/07/2018	132	Mr Mwanze	Village PO
04/07/2018	4,500	Groundworks UK	NP
18/07/2018	29.7	WODC	interest on investments?
	4661.7	Total	

BANK BALANCE	£
Current a/c balance at 19th June 2018	16,880.64
Total order for payments in July (MONEY OUT)	<u>1,832.71</u>
Total receipts in July (MONEY IN)	<u>4,661.70</u>
Bank balance at 18th July 2018 (after payments)	19,709.63
WODC investment	29,700.00
Total funds at 18th July 2018	49,409.63



APPENDIX C - CORRESPONDENCE 110/19:

OFFICIAL CORRESPONDENCE:

- a) WODC grass cutting invoice
- b) Wychwood
- d)
- e)

E-MAILS CIRCULATED IN MONTH

Civic voice – 10/7, /7, /7

CPRE –

HMRC 2/7, 3/7, 5/7, 10/7, 12/7, 16/7, 20/7, 23/7, 25/7

Healthwatch Oxfordshire – 16/7, 27/9 (→ WW)

ICO newsletter – 5/7

Oxfordshire Community and Voluntary Action – /7, /7, /7, /7, /7 (→ WW)

Oxfordshire Clinical Commissioning Group – Talking Health - 6/7, 27/7, (→ WW)

PCS – UK – 2/7, 25/7, /7

PSE – 2/7, 6/7, 9/7, 12/7, 16/7, 20/7, 20/7, 23/7, 24/7, 30/7, (not circulated)

PST – /7, (not circulated)

PSN – /7, (not circulated)

PULSE -

Police and Crime Commissioner – 10/7

Rural Services weekly update (not circulated) - 3/7, 10/7, 17/7, 24/7, /7

Rural services seminar-, Rural opportunities - /7, Rural Housing - /7, Rural Vulnerability / /7 Rural Funding 3/7, Older People - /7, Seminar – /7, Lastest work 26/7 (not circulated),

Twitter – 9/7, /7, /7, /7, /7, /7, /7, /7, /7,

Wychwood Forest Project - /7,

- 1/7 Robert Courts MP
- 2/7 Ollie Bolt PAYMAN – June Reports
- 2/7 Garry Griffin – Newsletter
- 2/7 Anne Green – Scarecrow entry
- 2/7 5 A's – Invoice
- 2/7 Hannah Gush – tonight's meeting
- 2/7 Verena Hunt – tonight's meeting
- 3/7 Carys Davies – WODC PRESS RELEASE – Village Hall set for Expansion
- 3/7 Lauren Jacobs – new stand at the Village Bash
- 4/7 OCC - repatriation
- 4/7 David Alexander – Hire of Car Park
- 4/7 OALC – last chance to book places on Chairmanship skills Course
- 4/7 Oxfordshire stake holders – Highways maintenance briefing
- 4/7 Nicolas Field-Johnson - Summons
- 4/7 Nicolas Field-Johnson – Traffic Calming n Burford Road

4/7 Terry Hinchley – meeting up
 5/7 Carolyn Peach – Village Bash
 5/7 Women in local Government
 5/7 Amanda – Hall booking
 5/7 Tim Gush – Village Bash
 5/7 Lauren Jacob – Village Bash
 5/7 Peter Falkner – BNPC Street Cameras (↔)
 6/7 Active Places – Newsletter July 2018
 7/7 Nicolas Field-Johnson – Traffic Calming on Burford Road
 7/7 Nicholas Field-Johnson – Council Priority Funding
 7/7 Phillip Butcher - Scarecrows
 9/7 Keith Glazier – Village Bash 2018
 9/7 Anna Fairhurst – Village Bash 2018
 9/7 Oxon sa (Moore-Stephens) -
 9/7 Lauren Jacobs – Village Bash 2018
 9/7 Events at SLCC
 9/7 Miranda Koster – Minute taking
 9/7 Oxfordshire Playing fields – URGENT: OPFA AGM
 9/7 Tony Shillingford – Fwd Fred Bellenger Mr Mowerman invoice
 9/7 SLC - username
 9/7 Abby Fettes – WODC Planning 18/01539/RES extension
 9/7 Verena Hunt - Incorrect minutes
 9/7 Came & company – Insurance details
 9/7 Kyle Anderson – Address
 9/7 Fred Bellenger – Mr Mowerman invoices
 10/7 OALC AGM draft Minutes and GPDR presentation
 10/7 WODC – grass cutting invoice accepted
 10/7 Kevin Haynes –Section 106 agreement
 10/7 Chris Shaw - ref: 20180628 – Bloor homes
 10/7 Chris Shaw - ref: 20180628 – Bloor homes
 10/7 ICO – renewal confirmation
 10/7 Kevin Haynes – Section 106 agreement
 10/7 Verena Hunt – Incorrect minutes
 10/7 Garry Griffiths – BN newsletter
 10/7 Westminster Briefing – Neww Speakers confirmed
 11/7 Alan Cockbill – Programmable Flashing Amber Lights
 12/7 Keith Butler – code of Conduct training
 12/7 Cairo Nichols – section 106 agreement
 12/7 Andrew Smith – WODC PRESS RELEASE: Garden Waste Figures
 12/7 Healthwatch, Oxfordshire - briefing
 13/7 Diane Davies – Elderbank Hall committee meeting
 14/7 Zurich Insurance
 14/7 Kyle Anderson - training
 13 BRIZE NORTON PARISH COUNCIL MINUTES - MONDAY 6th AUGUST 2018



14/7 Kyle Anderson – May minutes
 15/7 Lindsey – Brize Norton Newsletter
 15/7 Robert Courts MP - newsletter
 15/7 Cairo Nicholls – Section 106 Agreement
 16/7 Alan Cockbill – Programmable Flashing lights
 16/7 Ron Spurs – BNPC meeting
 16/7 Women in Local Government
 16/7 Luke England – Remittance Advice 16/07/2018 WODC
 16/7 Terry Hinchley – Handyman Position
 17/7 Carolyn Peach – PC e-mails
 17/7 Lorraine Horne – Oxfordshire Museum
 17/7 Keith Glazier – Village Newsletter
 17/7 Fred Bellenger – Mr Mowerman cheque
 17/7 Terry Hinchley – Time sheet
 18/7 Anna Fairhurst Headteacher BNPS – newsletter report
 18/7 Andrew Smith WODC – PRESS RELEASE: chipping Norton Leisure Centre set for Expansion
 19/7 Keith Butler – Mobility Scooter Testing
 19/7 Caitlin Rosetti – Thames Valley Police
 18/7 Emily Stephens – BBC Countryfile Live
 18/7 Sara Long WODC – PRESS RELEASE: Leisure Provider offer lots of activities for kids this summer
 20/7 Sarah Smith – Local Authority Income Generation Strategies
 20/7 Ann Green – Village Newsletter
 21/7 Kyle Anderson – May minutes
 21/7 Hannah Gush – Pre-School report for the newsletter
 20/7 Lindsey – Brize Norton newsletter
 20/7 Terry Hinchley – Things to buy
 22/7 Sue Lakin – out of office reply
 23/7 Sara Long WODC – PRESS RELEASE: free safety course for mobility scooter
 23/7 Gill Shannen E&E – Highway Depot open days
 23/7 Oxfordshire County council – Oxfordshire matters
 23/7 Ron Spurs – meeting with Tony Shillingford
 23/7 Will Benbow – Out of office reply
 23/7 Robert Courts September newsletter
 24/7 Tracy Elderbank Karate – Parish Newsletter
 24/7 Jean Butcher – NGS gardens report for parish newsletter
 24/7 Tracey Cheshire RoSPA – report and invoice
 25/7 Sophie Jones - 3 Manor Road
 25/7 Oxfordshire Playing Fields - update
 25/7 Alan Cockbill -Lights in Brize Norton – out of office reply
 25/7 Andy Ball – Invoice for ATC's
 25/7 Carys Davies WODC – PRESS RELEASE: businesses alerted to new animal welfare registration laws
 25/7 Fred Bellenger – Memorial trees
 26/7 Terry Hinchley – time sheet

- 25/7 Andrew Smith WODC – PRESS RE
LEASE: Council publishes EU settlement scheme
- 26/7 Terry Hinchley – Petro Receipt
- 26/7 SLCC Membership
- 26/7 The Chequers BN - enquiry
- 26/7 Janice Bamsey – West Ensham Strategic Development
- 26/7 Michael Hogg – Brize Singers
- 27/7 Sarah Smith – Local Authority Income generation strategies
- 27/7 West Oxfordshire Plan – Preliminary Consultation (West Enysham)
- 27/7 OALC – July update
- 27/7 Kyle Anderson - timesheet
- 27/7 Andrew Smith WODC – PRESS RELEASE: West Eynsham Development Consultation
- 27/7 Terry Hinchley – Memorial Trees
- 27/7 Zurich – renewals
- 28/7 Maureen Spittles – Oxfordshire Woodturning, newsletter
- 30/7 Ollie Bolt (Payman) - wages
- 30/7 Christine Rodgers OCC – contact details at OCC
- 30/7 OALC - vacancy
- 30/7 Westminster Briefing – the Future for Local Authorities

(↔) = ongoing discussion or linked communication

(→) = forwarded to relevant contact

(←) = replied



APPENDIX D - REPORT: 96/19

TRAFFIC REPORT REQUESTED BY BRIZE NORTON PARISH COUNCIL

OBJECTIVE

To measure traffic speed, traffic type and traffic volumes in Burford Road, Brize Norton. Burford Road has a 60mph speed limit between the A40 and the gated entrance into the village where it changes to 30mph. The 30mph limit is between the entrance to the village and Monahan Way. There is a 7.5 ton maximum weight limit (except for access) between Quarry Corner and Monahan Way.

METHOD

Brize Norton Parish Council employed the services of CTS to obtain traffic speeds, traffic type and traffic volume at two locations on Burford Road, Brize Norton.

1) Site 1 was adjacent to 'Lingermans', Burford Road which is situated approximately half way between the entry to the village and Quarry corner. This section of road has a 60mph speed limit.

2) Site 2 was just inside the 30mph speed limit on the entrance to the village.

The ATC data was collated between 10:00 Monday 02/07/2018 and 00:00 Wednesday 11/07/2018.

RESULTS

The speed of vehicles was taken from data taken over a '7 day' window (Tuesday 03/07/2018 to Monday 09/07/2018).

The volume of vehicles was taken from data taken over a '5 working day' window (Tuesday 03/07/2018 to Friday 06/07/2018 and Monday 09/07/2018).

Site 1

Vehicles travelling South East towards the village

6,312 vehicles drove towards the village (South East) of which 238 (4%) were exceeding the 60mph speed limit.

Of these, 86 (1.5%) were exceeding 66mph.

The average week-day AM peak traffic volume was 111 (08:00 – 09:00)

The average week-day PM peak traffic volume was 93 (some days 15:00 – 16:00, other days 16:00 – 17:00)

There were many HGV's weighing over 7.5tons recorded traveling towards the village which varied between 3 and 15 each day.

Vehicles travelling North West out of the village

6,496 vehicles left the village (North West) of which 1,523 (23%) were exceeding the 60mph speed limit.

Of these, 765 (11%) were exceeding 66mph.

The average week-day AM peak traffic volume was 102 (08:00 – 09:00)

The average week-day PM peak traffic volume was 109 (some days 15:00 – 16:00, other days 16:00 – 17:00)

There were many HGV's weighing over 7.5tons recorded traveling out of the village which varied between 8 and 17 each day.

N. B. 1

The average week-day AM two-way peak traffic volume was 213vph

The average week-day PM two-way peak traffic volume was 202vph

The average week-day peak two-way traffic volume was 208vph

N. B. 2

As CTS did not use cameras to identify the vehicle types, it is difficult to eliminate farm vehicle traffic so if there is a concern, then photographic data will be required.

Site 2

Vehicles travelling South East into the village

6,593 vehicles entered the village (South East) of which 4,412 (**67%**) were exceeding the 30mph speed limit. Of these, 2,397 (**36%**) were exceeding 36mph.

The average week-day AM peak traffic volume was 117 (08:00 – 09:00)

The average week-day PM peak traffic volume was 88 (some days 15:00 – 16:00, other days 16:00 – 17:00)

There were many HGV's weighing over 7.5tons recorded traveling into the village which varied between 3 and 11 each day.

Vehicles travelling North West out of the village

6,298 vehicles left the village (North West) of which 4,362 (**69%**) were exceeding the 30mph speed limit. Of these, 2,575 (**41%**) were exceeding 35mph.

The average week-day AM peak traffic volume was 94 (08:00 – 09:00)

The average week-day PM peak traffic volume was 111 (some days 15:00 – 16:00, other days 16:00 – 17:00)

There were many HGV's weighing over 7.5tons recorded traveling out of the village which varied between 4 and 16 each day.

N. B. 1

The average week-day AM two-way peak traffic volume was 211vph

The average week-day PM two-way peak traffic volume was 199vph

The average week-day peak two-way traffic volume was 205vph



N.B. 2

Research shows that the recommended capacity for a 'single track road with passing places' is 100 – 220vph.

N. B. 3

As CTS did not use cameras to identify the vehicle types it is difficult to eliminate farm vehicle traffic so if there is a concern, then photographic data will be required.

N.B. 4

A detailed record of vehicle speeds entering and leaving the village is detailed in Appendix 2.

ADDITIONAL DATA

In January 2014, Cole Easdon published a Transport Assessment for the Proposed Urban Extension on land east of Monahan Way, Carterton on behalf of Bloor Homes Western.

In this publication, they produced projected traffic volumes which would occur on roads around this urban extension in the year 2028 both with and without the site.

Their drawing 3694/214 details that in 2028, without the development taking place, the AM two-way peak traffic volume in Burford Road will be 217.

Their drawing 3694/215 details that in 2028, without the development taking place, the PM two-way peak traffic volume in Burford Road will be 180.

Therefore, it can be calculated from their projections, that the average peak two-way traffic volume in 2028 will be 199vph

This volume has been exceeded in 2018, some 10 years ahead of the projected time frame.

For reference, Cole Easdon has projected that the development will create an additional 67vph during each of the AM and PM peak hours on Burford Road.

N. B.

A detailed record of Cole Easdon's projected traffic volumes is provided in Appendix 3.

CONCLUSIONS

- 1) Due to the number of vehicles exceeding the 30mph speed limit in Burford Road, OCC and WODC should find funding to provide traffic calming measures at the North West entrance to the village.
- 2) Although speeding is not a major issue within the 60mph speed limit of Burford Road, OCC and WODC should consider whether it is appropriate for traffic to have a closing speed of 120mph on a 'single track road with passing places'? A reduced speed limit of 50mph, or preferably 40mph, would be more appropriate for such a narrow road.
- 3) OCC and WODC should completely reappraise the traffic volume situation in Brize Norton and reconsider any modifications to the existing road network considering the data provided in this document.
E.G. Installing two Toucan Crossings 130M apart in Monahan Way which will be the only 'free flowing' route for traffic leaving/entering this area towards Witney and the A40.

LG 05/08/2018

TRAFFIC SPEEDS

NORTH WEST ENTRANCE TO VILLAGE, BURFORD ROAD BRIZE NORTON

VEHICLES TRAVELLING SOUTH EAST - TABLE INDICATES THE SPEED OF VEHICLES ENTERING THE 30 MPH ZONE INTO THE VILLAGE

(Tue 03 July 2018 to Mon 09 July 2018, **6,593** vehicles)

SPEED (MPH)	NUMBER OF VEHICLES	PERCENTAGE	
up to 30	2181	33%	67%
31 to 35	2015	31%	
36 to 40	1439	36%	
41 to 45	641		
46 to 50	239		
51 to 55	57		
56 to 60	20		
61 to 65	1		
66 to 70	0		
exceeding 71	0		

VEHICLES TRAVELLING SOUTH EAST SHOULD SLOW DOWN TO 30MPH BEFORE ENTERING THE 30MPH ZONE

IN ONE WEEK, 67% (4,412) OF VEHICLES EXCEED THE SPEED LIMIT WHEN ENTERING THE VILLAGE OF WHICH 36% (2,397) WERE EXCEEDING 35MPH

VEHICLES TRAVELLING NORTH WEST - TABLE INDICATES THE SPEED OF VEHICLES LEAVING THE 30 MPH ZONE OUT OF THE VILLAGE

(Tue 03 July 2018 to Mon 09 July 2018, **6,298** vehicles)

SPEED (MPH)	NUMBER OF VEHICLES	PERCENTAGE	
up to 30	1,936	31%	69%
31 to 35	1,787	28%	
36 to 40	1,443	41%	
41 to 45	790		
46 to 50	248		
51 to 55	70		
56 to 60	17		
61 to 65	7		
66 to 70	0		
exceeding 71	0		

**VEHICLES TRAVELLING SOUTH SHOULD NOT ACCELERATE UNTIL LEAVING
THE 30MPH ZONESIGN**

IN ONE WEEK, 69% (4,362) OF VEHICLES EXCEED THE SPEED LIMIT WHILST STILL IN THE
30MPH ZONE OF WHICH 41% (2,575) WERE EXCEEDING 35MPH

DATA TAKEN FROM CTS TRAFFIC & TRANSPORTATION REPORT 19/07/2018

LG 07/18

APPENDIX 2

**COLE EASDON TRANSPORT ASSESSMENT JAN
2014**

BURFORD ROAD

AM PEAK TRAFFIC FLOW

FORECAST TRAFIC VOLUME IN 2028 BASED ON NO DEVELOPMENT (PEAK AM 08:00 - 09:00) DRAWING 3694/214 REFERS	NW - SE	82	
	SE - NW	135	
	TOTAL	217	
FORECAST TRAFIC VOLUME IN 2028 BASED WITH DEVELOPMENT (PEAK AM 08:00 - 09:00) DRAWING 3694/216 REFERS	NW - SE	106	PEAK AM INCREASE 67 VPH
	SE - NW	178	
	TOTAL	284	

PM PEAK TRAFFIC FLOW

FORECAST TRAFIC VOLUME IN 2028 BASED ON NO DEVELOPMENT (PEAK PM 17:00 - 18:00) DRAWING 3694/215 REFERS	NW - SE	100	
	SE - NW	80	
	TOTAL	180	
FORECAST TRAFIC VOLUME IN 2028 BASED WITH DEVELOPMENT (PEAK PM 17:00 - 18:00) DRAWING 3694/217 REFERS	NW - SE	139	PEAK PM INCREASE 67 VPH
	SE - NW	108	
	TOTAL	247	

LG 24/07/2018