

# ADDERBURY PARISH COUNCIL – ENVIRONMENT COMMITTEE

## MINUTES OF THE MEETING HELD AT CHURCH HOUSE, HIGH STREET, ADDERBURY ON WEDNESDAY 5 JUNE 2019 AT 7.30PM

**PRESENT:** Chairman, Councillor Martin Rye; Councillors Steven Cox, Ann Lyons, Garrad Millier and Keith Mitchell and Jonathan White (non-voting co-opted member of the Committee).

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer).

**APOLOGIES:** Gareth Jones submitted his apologies.

**1/19 Appointment of Chairman 2019/2020** – The Chairman asked for nominations for the position of Chairman for 2019/2020.

**Resolved** that Councillor Martin Rye be appointed as Chairman for 2019/2020.

**2/19 Appointment of Vice-Chairman 2019/2020** – The Chairman asked for nominations for the position of Vice-Chairman for 2019/2020.

**Resolved** that Councillor Garrad Millier be appointed as Vice- Chairman for 2019/2020.

**3/19 Declarations of Interest** – There were no declarations of interest.

**4/19 Minutes** – Prior to the meeting, the minutes of the meeting held on 10 May 2019 had been circulated to the Committee.

**Resolved** that the minutes of the meeting held on 10 May 2019 be approved and signed by the Chairman.

**5/19 Matters Arising** – There were no matters arising.

**6/19 Terms of Reference** - Prior to the meeting, the draft terms of reference had been circulated to the Committee.

**Recommended** that the terms of reference be approved.

**7/19 Open Forum** – There were no issues to be discussed.

*(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents and issues within its minutes)*

**8/19 Traffic Calming** – Jonathan White and the Chairman gave an update on the Community Speed Watch Scheme. Councillor Andrew McHugh was facilitating a meeting with Thames Valley Police to enable more information on the Scheme to be provided to the Parish Council. County Councillor Arash Fatemian had also indicated that if the Scheme could be extended to Deddington too, he might be able to secure some funding.

The Chairman reported that the foliage at Duchess Bridge and on Aynho Road had been removed and the speed signs were now more prominent to drivers.

The gateways at the entrances to the village were also more prominent following the cleaning and painting by the Chairman and Councillors Garrad Miller and Steven Cox. The Committee requested that WARA be contacted and two members be invited to assist the Councillors with painting the final two gateways on Milton Road and Berry Hill Road.

Jonathan White also reported that he had produced a report template, using Oxford Road as the example and he would email this to the Committee for members to use for their own areas.

During the discussions, a number of actions were agreed.

**Recommended** that the actions, as detailed below, be approved:

	Action	Whom
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1.	Gateways – WARA be invited to nominate two volunteers to assist Councillors with the painting of the gateways on Milton Road and Berry Hill Road.  Photographs of the freshly painted gateways at the other entrances to the village, be loaded onto Facebook.	<b>TG</b>  <b>TG</b>
2.	Traffic calming reporting template be emailed to the Committee.  Template report to be filled in for the following roads on the matrix be split between the following Councillors/volunteers:  (a) Milton Road (b) Oxford Road (d) Aynho Road (e) Berry Hill Road (f) Horn Hill Road, Water Lane etc (g) Banbury Road (h) Twyford Road	<b>JW</b>  <b>Gareth Jones Jonathan White Bob Meadows Gareth Jones Garrad Millier Ann Lyons Steven Cox</b>
3.	Aynho Road – A meeting be arranged with Mr Bob Meadows so he can be briefed on the project to date and how to complete the traffic calming report template for Aynho Road.	<b>TG/GM</b>
4.	Invite Mike Wasley to the next meeting to discuss the proposed closure of the junction on Milton Road/Horn Hill Road (oak tree corner).	<b>TG</b>
5.	Contact the two volunteers and confirm whether they are willing to assist with the Community Speed Watch Scheme, which will involve downloading the data from the camera and processing the data at Banbury Police Station.	<b>TG</b>
6.	Oxfordshire County Council be contacted to establish when the new sequencing for the traffic lights on the junction of Aynho Road and the A4260 will be switched on.	<b>TG</b>

**9/19 Drainage** – Jonathan White reported that he had contacted Nick Watson on a number of occasions and three drainage gangs had now confirmed that the drain was blocked. However, the drain had also collapsed and was clearly in need of repair. There were no specific timescales but the County Council had indicated that work would be starting during June 2019.

Councillor Steven Cox would also monitor Banbury Road and take some photographs of the flooding when there had been substantial rainfall.

**Recommended** that the report be noted.

**10/19 Areas of Responsibility** – Prior to the meeting, the areas of responsibility had been circulated to the Committee.

**Recommended** that the areas of responsibility be approved as follows and will be updated when the two vacancies on the Parish Council have been filled:

Area	Roads in Adderbury	Councillor
Area 1	St Mary's Rd/Norris Close/ Adderbury Fields Dev/ Berry Hill Rd	TBC

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Area 2	Horn Hill Rd/ Manor Rd/ Adderbury Park/ Tanners Lane/The Leys/ cemetery	Sue Jelfs
Area 3	Cross Hill Rd/ New Road/ Water Lane/ Dog Close /Round Close Rd/Lucy Plackett Playing Field/ Church Close	Ann Lyons
Area 4	High Street/ Church Lane/ Mill Lane/ Parsons Street	
Area 5	Chapel Lane / Meadow View/ Sir George's Lane/ Croft Lane/ Falkner's Close	Sheila August
Area 6	The Green/ Oxford Rd (to Duchess Bridge)/ Lake Walk/ Lambourne Way/ Green Farm	Rod Head
Area 7	Aynho Rd/Keytes Close/ Henry Gepp Close/Long Wall Close/ Sydenham Close/ East End Lane/ Home Farm Court/ Bloor Homes Development	Diane Bratt
Area 8	Deene Close/ Cawley Rd / Rochester Way / Walton Ave (both south of bridleway)	Steven Cox
Area 9	Banbury Rd (to The Rise)/ Adderbury Court/ The Rise	TBC
Area 10	Banbury Rd (North of The Rise) / The Crescent/ Kemps Rd/ Griffin Close/ Summers Close/ Greenhill House development	Garrad Millier
Area 11	Rochester Way / Walton Ave (both from bridleway north)/ Margaret Rd / Rawlins Close	Keith Mitchell
Area 12	Twyford Rd/ Twyford Ave / Twyford Grove/ allotments	Martin Rye

**11/19 Trees in The Rise** – The Clerk advised the Committee that the resident who wished to progress the scheme, had been requested to provide further information, which was yet to be received.

**Recommended** that this item be deferred for more information on the project to be obtained. **Action TG**

**12/19 Date of Next Meeting** – Wednesday 24 July 2019 at 730pm.

(Meeting closed 8.15pm)

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Chairman