

## **DELEGATED DECISIONS BY CABINET MEMBER FOR TRANSPORT MANAGEMENT**

**MINUTES** of the meeting held on Thursday, 23 January 2025 commencing at 10.00 am and finishing at 2.05 pm

**Present:**

**Voting Members:** Councillor Andrew Gant – in the Chair

**Other Members in Attendance:** Councillor Ian Snowdon (6 & 11)  
Councillor Andrew Coles (7)

**Officers:** Jack Ahier (Democratic Services Officer), Paul Fermer (Director of Environment and Highways), Ralph Green (Officer – Traffic and Road Safety), Mike Horton (Senior Officer – Civil Enforcement), Anthony Kirkwood (Vision Zero Team Leader), Vicki Neville (Senior Officer – Civil Enforcement), Emma Palmer (Senior Officer – Civil Enforcement), James Whiting (Team Leader – TRO's and Traffic Schemes)

*The Cabinet Member considered the matters, reports and recommendations contained or referred to in the agenda for the meeting [, together with a schedule of addenda tabled at the meeting/the following additional documents:] and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.*

### **214/25 DECLARATIONS OF INTEREST**

(Agenda No. 1)

There were none.

### **215/25 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda No. 2)

There was 1 registered from Cllr Mark Cherry, which can be seen in an Addendum on the meeting page on the website.

### **216/25 PETITIONS AND PUBLIC ADDRESS**

(Agenda No. 3)

There was one petition presented to the meeting by Dr Francis Campbell about parking schemes in Shrivenham. Having seen the petition and listened to the remarks, the Chair promised that a response would be provided in 10 working days by the relevant Chief Officer, the Director of Environment and Highways.

There were several addresses to the meeting, a list of which can be seen below:

5. Lower Wolvercote, Oxford – Proposed Controlled Parking Zone (CPZ) 2024/25

Rosalind Chaston  
Jonathan Patterson  
Graham Jones  
Kevin Clarke  
Mike Benson  
Nick Carpenter  
Tom Carey  
Louise Kirkpatrick  
Nicholas Vincent  
Christopher Gowers  
John Powers  
Yvonne Oppon

6. Didcot Central – Proposed Permit Parking Area

Cllr Ian Snowdon  
Dr Nick Hards  
Andrew Jones

7. Proposed Introduction of Permit Parking Bays – Corn Street/Church Green, Witney

Cllr Andrew Coles  
Christine Watson  
John Garside

8. Thame Centre – Parking Review 2024

David Treanor  
Angela Wilson  
Bridget Trueman

10. Howard Street and Flower Lane, Oxford – Cycling Improvements

Danny Yee  
Penny Dwyer

11. Didcot: Proposed 20mph Speed Limits

Cllr Ian Snowdon  
Robin Tucker

**217/25 MINUTES OF THE PREVIOUS MEETING**

(Agenda No. 4)

The minutes of the meeting held on 12 December 2024 were approved and signed by the Chair as a correct record.

**218/25 LOWER WOLVERCOTE, OXFORD - PROPOSED CONTROLLED PARKING ZONE (CPZ) 2024/25**

(Agenda No. 5)

The Chair stated that he was the local County Councillor for Wolvercote & Summertown, and that he had taken advice from the Monitoring Officer considering the item affected his own division. Given that the Chair had no prior involvement in the scheme, except receiving a letter informing him of the consultation as the local County Councillor, he was advised by the Monitoring Officer that there is no conflict of interest nor any specific interest to declare in respect of this item.

The Chair introduced the item to the meeting, invited speakers to make their addresses and responded to their points in turn.

Officers confirmed that a consultation on this scheme in 2022 was for operating hours of Monday-Friday, 9am-5pm, which was deferred. Similar schemes in Oxford were designed on a case-by-case basis.

The Oxford North development was referenced in terms of how it would impact parking and network management.

In terms of loading and unloading vehicles, officers confirmed that this could be undertaken on double yellow lines, but that the vehicle would have to move after the loading or unloading had taken place.

Noting questions regarding signage, officers stated that this was a case of balancing legal requirements against local need.

Officers discussed concerns around Elmthorpe Road, and the need of balancing visitor parking and space for vehicles to pass through the road.

Following a question from the Chair, officers reflected that the parking beat survey was not about 'who' was parking, but about parking stress surveys to test how many cars were parking at the weekends, on weekdays and in the summer months.

The Chair and officers noted the engagement with the canal boat community during the implementation of the Upper Wolvercote CPZ.

The Chair raised the question of businesses that are run from home and the parking implications arising from that. Officers confirmed that users of the business would have to make use of time-limited spaces within the zone, or visitor permits, but noted that these were limited in numbers.

Officers noted that residents who need regular care from health professionals and/or family, were eligible for a Carers Permit.

Officers and the Chair engaged in discussions about the consultation process.

The Chair referred to some of the written statements submitted.

Following discussion around pavement parking, officers stated that the government was currently consulting on this and that the Council was monitoring this issue.

The Chair confirmed that CPZ's do not raise revenue for the County Council and that there was case law to show this. Officers noted that fees and charges were set annually each year and that the proposals in the proposed budget going to Council was for no increase to occur.

The Chair pointed out that roads are public highway, owned by the highways authority (the County Council) and that there wasn't an immediate right to be able to park outside a specific property.

Officers confirmed they wanted to undertake parking surveys after the recent introduction of charges in Godstow Road Car Park by Oxford City Council, but that it had not been possible due to delays in the introduction of charges.

The Chair referenced several of the consultation responses, relating to speeding, car clubs, specific parking issues amongst others.

The Chair re-iterated that CPZ's were the adopted policy of the County Council across Oxfordshire and noted the synergies of policies.

The Chair noted the impact of the introduction of parking charges at Godstow Road Car Park and the development at Oxford North. The Chair noted the leisure use being different at Port Meadow in winter compared to summer.

The Chair deferred the item and asked officers to undertake further beat surveys to evaluate the aforementioned schemes of the Oxford North development and charges at Godstow Road Car Park.

The Chair thanked officers for their work, speakers for their contributions and agreed to defer the recommendations in the report.

**RESOLVED to:**

**Defer the following measures:**

- a) The Controlled Parking Zone (CPZ) Monday to Sunday 8am – 8pm permit holders only and the 3 hour shared use (permit holders or non-permit holders) parking bays in Lower Wolvercote as advertised.**
- b) The 'No Waiting at Any Time' restrictions (double yellow lines) as advertised.**
- c) The time limited 3 hour parking bay (for non-permit holders only) on Godstow Road as advertised.**

## **219/25 DIDCOT CENTRAL - PROPOSED PERMIT PARKING AREA**

(Agenda No. 6)

The Chair introduced the item, invited speakers to address the meeting and responded to their points in turn.

The Chair noted that enforcement needed to improve, both as a sanction and a deterrent and stated that the civil enforcement procurement process was underway for local Councillors to feed into.

Officers referred to the issue of Sundays being included and along with the Chair, confirmed it would remain under review.

The Chair and officers engaged in discussion regarding the particular issues as raised by the local Church, with relation to a Monday-Saturday scheme.

The Chair referred to petition previously presented at a meeting last year regarding Lydalls Road parking issues.

Officers noted that the amount of visitor permits was consistent in zones across the County.

Following a question from the Chair, officers confirmed their engagement with the School Streets programme team to mitigate any potential impacts and that a permit parking area could help in tackling parking during the hours of operation for these schemes.

The Chair thanked officers for their work, speakers for their contributions and agreed to the recommendations in the report.

### **RESOLVED to:**

#### **Approve the introduction of parking controls in Didcot as follows:**

- a) The introduction of no waiting at any time restrictions on sections of Bosleys Orchard, Edinburgh Drive, Garth Road, Haydon Road, King Alfred Drive, Lydalls Close, Lydalls Road, Manor Road, Melton Drive, Orchard Close, and Stonor Close.**
- b) The introduction of permit holders only past this point restrictions, during the hours of 8am to 8pm, every day, on sections of Blagrave Close, Blenheim Close, Bosleys Orchard, Britwell Road, Edinburgh Drive (excluding that section adjacent to Broadway), Garth Road, Haydon Road, King Alfred Drive, Lydalls Close, Lydalls Road, Manor Road, Melton Drive, Orchard Close, Roman Place, and Stonor Close.**

- c) **To remove All Saints Court and Great Western Drive from the proposals, but to include them in monitoring the impact of the scheme.**
- d) **To proceed with the proposals in Lydalls Road (West), but to instruct officers to review the parking restrictions in the vicinity of All Saints Church, after a period of three months, in discussion directly with the local Reverend and Church representatives and, if necessary, introduce a minor amendment order to further assist with visitors to the church for events.**

## **220/25 PROPOSED INTRODUCTION OF PERMIT PARKING BAYS - CORN STREET/CHURCH GREEN, WITNEY**

(Agenda No. 7)

The Chair introduced the item, invited speakers to address the meeting and responded to their points in turn.

Officers confirmed there is an annual charge for residents parking permits, and also noted there was no formal response from St Mary's Church.

The Chair referred to several consultation responses, and several elements of the report relating to hours of use and the impact on businesses.

The Chair made one small amendment to recommendation e), changing the wording to 'WY', relating to Witney, rather than 'CH' – shown in bold italics below.

The Chair thanked officer for their work, speakers for their contributions and agreed to the recommendations in the report as amended.

### **RESOLVED to:**

**Approve the introduction of parking controls Witney as follows:**

- a) **The introduction of parking places on Church Green (eastern arm and southern arm) for permit holders (WY) or 2-hour maximum stay for non-permit holders during the hours of 8am to 6pm, Monday to Saturday.**
- b) **The introduction of parking places on Corn Street (both sides) for permit holders (WY) or 2-hour maximum stay for non-permit holders during the hours of 8am to 6pm, Monday to Saturday.**
- c) **The introduction of parking places on Market Street (both sides) for permit holders (WY) or 2-hour maximum stay for non-permit holders during the hours of 8am to 6pm, Monday to Saturday.**
- d) **The introduction of parking places on Church Green (central arm) for permit holders (WY) or 4-hour maximum stay for non-permit holders during the hours of 6am to 10pm, daily.**

e) To include property Nos.2–20 (even numbers) Station Lane in the schedule of eligible properties for the issue of a CH WY permit.

f) To include property Nos.1–24 Charter Place in the schedule of eligible properties.

g) To include all properties in Marlborough Lane in the schedule of eligible properties.

## **221/25 THAME CENTRE - PARKING REVIEW 2024**

(Agenda No. 8)

The Chair introduced the item, invited speakers to make their addresses and responded to their points in turn.

Officers confirmed that the restrictions proposed do not stop picking up or dropping off.

The Chair agreed that the issue of enforcement, raised by public speakers, was an extremely important one.

The Chair noted that the intention of controlled parking zones was to safeguard the amenity of residents.

The Chair noted a slight error in recommendation e), which should have read 'on the east side of North Street only', rather than 'on the east side only North Street only' – as shown in bold italics below.

Officers and the Chair discussed the exemptions that were rightly applied for funerals and weddings.

The Chair thanked officers for their work, speakers for their contributions and agreed to the recommendations as amended

### **RESOLVED to:**

**Approve the introduction of parking controls in Thame as follows:**

**a) The introduction of no waiting at any time restrictions on sections of Church Road, Ludsdon Grove and Lupton Road.**

**b) The removal of no waiting at any time restrictions to be replaced by an access protection marking between N.101 & 103 Chinnor Road.**

**c) The introduction of permit holder only bays (TH prefix), 8am – 6pm, Monday to Saturday on parts of Church Road.**

**d) The formalisation of an existing disabled bay on Church Road, in front of the access to St. Mary's Church.**

e) The introduction of Shared-use permit holders or 2 hour max stay parking bays (8am to 6pm, Monday to Saturday) on the east side ~~only~~ of North Street only, to replace no waiting restrictions.

f) The extension of properties currently eligible to apply for residents permits to also be eligible for visitor permits in High Street, Cornmarket and Upper High Street.

## **222/25 SOUTH & VALE DISTRICTS, VARIOUS LOCATIONS - PROPOSED NEW AND DELETED DISABLED PERSONS PARKING PLACES (NOVEMBER 2024)**

(Agenda No. 9)

The Chair introduced the item to the meeting and reflected that these items were ongoing processes that were designed to reflect demand and necessity.

The Chair referenced some of the specific roads referenced in the report.

Officers noted that the recommendation would provide flexibility to determine the marking based upon the judgment of officers.

The Chair thanked officers and agreed to the recommendations in the report.

**RESOLVED to:**

**Approve the following:**

a) The proposed provision of Disabled Persons Parking Places (DPPP) at: Caldecott Close, Abingdon; Maberley Close, Abingdon; Swinburne Road, Abingdon; Fane Drive, Berinsfield; Station Road, Chinnor; Hagbourne Road, Didcot; Childery Way, East Challow; Boucher Close, Grove; Poplar Grove, Kennington; Lea Road, Sonning Common; Ireton Court, Thame; Naldertown, Wantage.

b) The proposed removal of a DPPP at: No. 12 Orchard Way, Wantage.

c) Defer approval of the DPPP at the following location pending further investigations: No. 13 Orchard Way, Wantage.

d) Defer approval of the removal of a DPPP at the following location: Gainsborough Crescent, Henley-on-Thames.

## **223/25 HOWARD STREET AND FLOWER LANE, OXFORD - CYCLING IMPROVEMENTS**

(Agenda No. 10)

The Chair introduced the item, invited speakers to make their addresses and responded to their points in turn.



Officers referred to specific details of the proposed scheme, with the intention of segregating pedestrians and cyclists with bollards.

The Chair noted that officers have addressed concerns to mitigate risks associated with the scheme.

The Chair referred to specific elements of the scheme outlined in the report and welcomed the good level of consultation response.

Officers confirmed that the hump would be level with the pavement to ensure there was no level difference and allow a smooth transition across the road.

The Chair thanked officers for their work, speakers for their contributions and agreed to the recommendations in the report.

**RESOLVED to:**

- a) Approve the introduction of new 'No Waiting at Any Time' parking restrictions (double yellow lines) on Howard Street in place of approximately 5 metres of 'Permit Holders only' parking, as advertised.**

**224/25 DIDCOT: PROPOSED 20MPH SPEED LIMITS**

(Agenda No. 11)

The Chair introduced the item to the meeting, invited speakers to make their addresses and agreed to the recommendations in the report.

Officers confirmed that the framework for the initial phase of the 20mph Speed Limit programme required the agreement of the Town Council and local County Councillor.

Officers confirmed that a Vision Zero Review would be undertaken with feedback from local County Councillors and residents.

The Chair referred to evidence which he felt suggested positive impacts of the 20mph speed limit scheme.

The Chair referred to several consultation responses outlined in the report.

The Chair thanked officers for their work, speakers for their contributions and agreed to the recommendations in the report.

**RESOLVED to:**

- a) Approve the introduction of the additional 20mph speed limits in southern Didcot as advertised.**

**225/25 BECKLEY: PROPOSED 20MPH SPEED LIMITS**

(Agenda No. 12)

The Chair introduced the item to the meeting.

Officers noted that an extension to the scheme was not possible without further consultation; and that an extension could be looked at as part of the monitoring of the scheme.

The Chair referred to several of the consultation responses.

The Chair agreed to the recommendations in the report.

**RESOLVED to:**

- a) Approve the proposed introduction of 20mph speed limits in Beckley and Stowood, as advertised.**

**226/25 EAST CHALLOW: PROPOSED 20MPH SPEED LIMITS**

(Agenda No. 13)

The Chair introduced the item to the meeting.

The Chair and officers confirmed that the scheme could not be extended to roads as part of new developments because the roads were not adopted.

The Chair thanked officers and agreed to the recommendations in the report.

**RESOLVED to:**

- a) Approve the proposed introduction of 20mph speed limits in East Challow, as advertised.**

**227/25 EYE & DUNSDEN: PROPOSED 20MPH SPEED LIMITS**

(Agenda No. 14)

The Chair introduced the item to the meeting and raised the topic of giving the consultation to Wokingham Unitary Authority. Officers confirmed this point and noted that it was because part of the Thames river bridge sits within their jurisdiction.

The Chair thanked officers and agreed to the recommendations in the report.

**RESOLVED to:**

- a) Approve the proposed introduction of 20mph speed limits in Eye & Dunsden, as advertised.**

**228/25 SHENINGTON WITH ALKERTON: PROPOSED 20MPH SPEED LIMITS**

(Agenda No. 15)

The Chair introduced the item to the meeting.

The Chair referenced several of the consultation responses.

The Chair thanked officers and agreed to the recommendations in the report.

**RESOLVED to:**

- a) Approve the proposed introduction of 20mph speed limits in Shenington with Alkerton, as advertised.**

..... in the Chair

Date of signing .....