

Divisions affected: *Burford and Carterton North*

## **CABINET MEMBER FOR HIGHWAY MANAGEMENT – 21 JULY 2022**

### **BURFORD: PRIORY LANE - PROPOSED GOODS VEHICLE LOADING BAY**

Report by Corporate Director, Environment and Place

#### **RECOMMENDATION**

1. The Cabinet Member for Highway Management is RECOMMENDED to approve the loading bay at Priory Lane Burford with less restrictive hours of operation – to be agreed following additional engagement with local businesses.

#### **Executive summary**

2. This report presents responses received to a statutory consultation on a proposed goods loading bay at Priory Lane Burford as shown in **Annex 1**. The proposal seeks to help alleviate the health and safety concerns raised over attempted deliveries to the Co-op, which can be problematic as a result of the narrow carriageway and limited parking to the rear of the store.

#### **Financial Implications**

3. Funding for consultation on the proposals has been provided by the Co-Op retail business, who will also fund the implementation of the loading bay if approved.

#### **Equality and Inclusion Implications**

4. No implications in respect of equalities or inclusion have been identified in respect of the proposals.

#### **Sustainability Implications**

5. The proposals would help facilitate the safe delivery of goods to adjacent retail premises.

## Consultation

6. Formal consultation was carried out between 26 May and 24 June 2022. A notice was published in the Oxford Times newspaper and an email sent to statutory consultees, including Thames Valley Police, the Fire & Rescue Service, Ambulance service, Bus operators, countywide transport, access & disabled peoples user groups, Burford Town Council, West Oxfordshire District Council, and the local County Councillor. Letters were sent to approximately 110 adjacent premises, and street notices were also placed on site in the immediate vicinity.
7. Six responses were received during the formal consultation: with one objection, three raising concerns, and two non-objections.
8. The responses are shown at **Annex 2**, and copies of the original responses are available for inspection by County Councillors.

## Officer response to objections/concerns

9. Thames Valley Police had no objection to the proposal, along with West Oxfordshire District Council who requested the 'Conservation Area' location be taken into account in terms of signs & lining.
10. In regard to the objection received from a local resident, the area in question is currently unrestricted in terms of parking which has often caused issues during times when deliveries are made due to the narrow carriageway. The proposed solution will allow for safe unloading/loading during a relatively small, dedicated window, outside of which general parking will still be available. The proposed bay will also remove the need for delivery vehicles to park in/block the shared access to Cotswold Inns as reported.
11. Concerns over enforcement are noted, but Civil Enforcement, Officers will be able to take action should vehicles contravene the restriction. Additionally, the proposals and their potential implementation are being funded by the Co-op whilst county council staff are carrying out their standard day-to-day duties, as such there will be no burden on overall council finances.
12. The times consulted on were over and above the initial request of the Coop and represent the most onerous restriction. In light of the concerns raised Officers agree that it would be prudent to lessen the effect of the proposed restriction which will then accord with Coop requirements and address the concerns raised by the other local businesses.

Corporate Director, Environment and Place

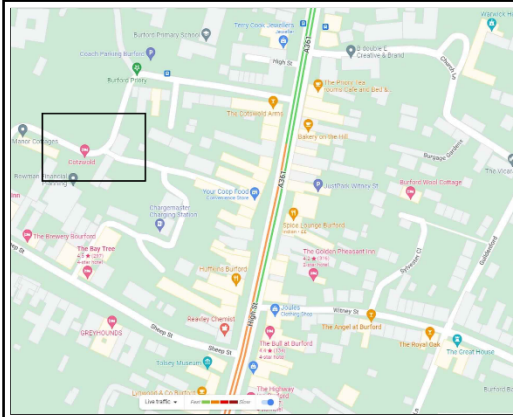
Annexes

Annex 1: Consultation Plan  
Annex 2: Consultation responses

Contact Officers:

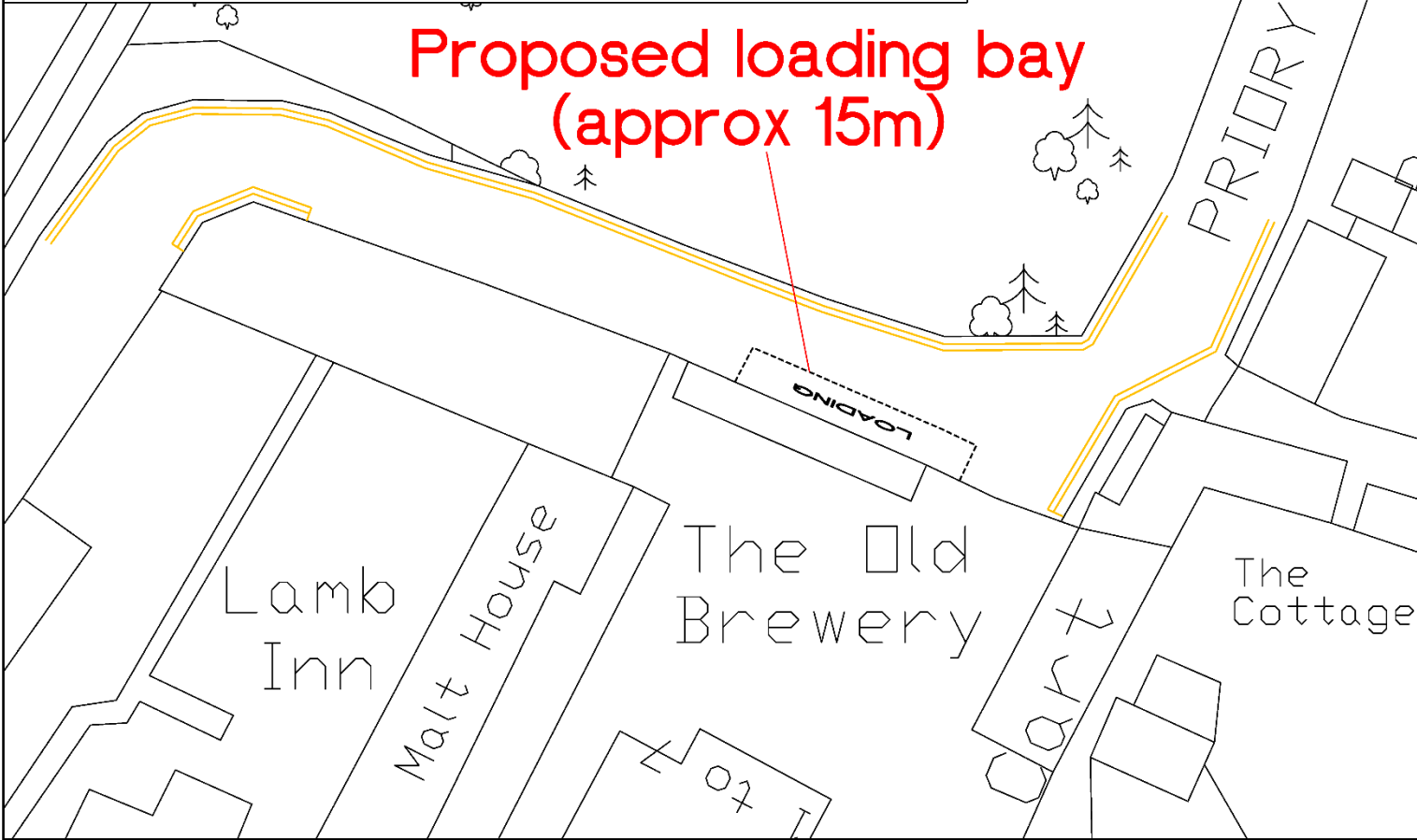
Tim Shickle 07920 591545  
James Wright 07789 926984

July 2022



**Goods vehicles loading only**  
  
**Mon - Sat 7 - 9 am**

Scheme Ref.		
Sign Ref.	1	x-height 20.0
Letter colour	BLACK	SIGN FACE
Background	WHITE	Width 275mm
Border	BLACK	Height 290mm
Material	Class RA2 (12899-1:2007)	Area 0.08m <sup>2</sup>



Drawing No. Revision

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Rev.	Date	Purpose of revision	Drawn	Checked	Approved

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Project title  
**BURFORD PRIORY LANE**

Drawing title  
**Proposed Loading bay**

Drawing Status

Scale @ A3	Drawn by	Checked by	Approved by
NTS	JEW		
	Date drawn	Date checked	Date approved
	March 2022		

Oxfordshire Project No. & File Ref

Drawing No. Revision

RESPONDENT	COMMENTS
(1) Traffic Management Officer, (Thames Valley Police)	<b>No objection</b>
(2) West Oxfordshire District Council, (Planning Policy)	<p><b>No objection</b> - This is an interesting back-land area of the Conservation Area. Whilst the site is already a parking area, paint in the road would be urbanising and cluttering and we suggest that this is limited to a simple thin outline.</p> <p>We raise no objections to the sign provided this is of modest size and preferably fixed to the wall.</p>
(3) Member of the public, (Burford, Priory Lane)	<p><b>Object</b> – I write to oppose the proposals to provide the Co-op with a parking bay in front of my cottage. They applied when they took over the Budgen premises and were turned down on the basis that they knew the parking situation as was present and must take pot luck. If there was no space, then they should park in the coach park near to the Priory gate and school. Furthermore WODC told them to stop delivering on Sunday morning and in ant case not deliver earlier than 7am because of the appalling noise from their metal racks.</p> <p>When the Co-op arrived there were many businesses in the Old Brewery with maybe 100 people. They left and eventually the derelict building was demolished and 7 flats built. The Co-op lost a lot of business.</p> <p>The map you provided does not make the position of my cottage clear, it does not indicate the Priory gate &amp; coach park. In the old days the Co-op lorry would reverse up to my cottage within a metre. It was and would be dangerous.</p> <p>Apart from the Co-op lorry the other large vehicle belongs to Warburtons. The time of its arrival varies, and one driver reversed into the lane belonging to Cotswold Inns, the right of way to which is shared by me and my neighbours. Apparently the manager of the Co-op told the Warburtons delivery to park in the lane for which he has no authority to do so. The lorry can park next to the Priory gate since they only deliver one metal crate, it is hardly a burden. The driver says it is dangerous, however it is the same route used by parents walking their children to school. The driver is fussing over nothing.</p> <p>As it stands the Co-op lorry rarely has trouble parking and does not take more than an hour, sometime much less. The</p>

	<p>people who park in Priory Lane are residents, and visitors to the flats as they only have one parking place in the Old Brewery.</p> <p>There will be many who will use the loading bay after 9am and local people who park overnight. Who is going to get people out of bed so that the lorry can park ?</p> <p>It seems to me that this is a badly created proposals and quite unrealistic. Your proposal has not been well-adjusted, will cause much ill-will and is a waste of OCC money.</p>
(4) Local business, (Burford, Priory Lane)	<p><b>Concerns</b> – I am one of the owners of office units at The Old Brewery. In the past West Oxfordshire District Council has made it clear that they want to encourage businesses located at the Old Brewery. An integral part of attracting business to this area is to make as much parking available as possible as this is at a premium in this area of Burford.</p> <p>Whilst I understand the Health and Safety issues regarding the unloading of lorries for the Coop we would strongly urge the council to consider changing the times when this can take place. The main reason for this is that school children walk to school in the lane from approximately 8.30 to 9am. and the parking of a large lorry at that time would increase the possibility of a traffic incident. In addition most of the office employees arrive between 8.30 and 9am and so we would suggest that restricting unloading to between the hours of 6.30 and 8.30 would allow employees to park in Priory Lane whilst also allowing the lorries sufficient time to unload.</p>
(5) Local business, (Burford, Priory Lane)	<p><b>Concerns</b> – I own offices at The Old Brewery, Priory Lane, adjacent to the loading bay proposal. Our gate entrance is right next to it and the parking abuts our wall.</p> <p>I do understand why a local business (the co-op) would like to have its own parking space but it is important to remember that there are other businesses and schools that use Priory Lane during the day and particularly from around 8.15am to 8.30am onwards. A loading/unloading time of 6.30am to 8.15 am or 8.30am should be sufficient to enable a speedy delivery (which I think is good) without blocking the road. Between 8.30am and 9.00am there would in my view be Health &amp; Safety issues and inconvenience for other users -</p> <p>Young children and parents walk up Priory Lane to pre school at this time. Older children walk up to secondary school. Children walk down to Primary School, and there is traffic from drop-offs. Employees are trying to get access to gate entrance for parking at The Old Brewery.</p>

	<p>Employees/other businesses and visitors are looking for parking from 8.30am.</p> <p>It would be sensible to avoid this collision of events by an earlier delivery window. It would also elevate matters if deliveries were over-with and complete by at least 8.30am. Is this possible?</p>
<p>(6) Member of the public, (unknown)</p>	<p><b>Concerns</b> – the only comment I'd make on the proposal (it's right next to my office) is that the Coop truck has usually long gone by 0900 or even 0800. Parking's tight around Priory Lane (although I tend to cycle in) and removing a space at commuting time might be a problem for the workers who park on-street there. It'd probably work if there was an 0800 cut-off rather than an 0900.</p>