

HENLEY-ON-THAMES TOWN COUNCIL

Janet Wheeler

Town Clerk

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COUNCIL OFFICES
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**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A
MEETING OF
THE TRANSPORT STRATEGY GROUP
TO BE HELD ON
1 APRIL 2019 AT 6:00PM
IN THE COUNCIL CHAMBER, TOWN HALL
HENLEY ON THAMES**

A handwritten signature in cursive script, appearing to read 'Janet Wheeler', with a horizontal line underneath.

Mrs J Wheeler
Town Clerk
26 March 2019

MEMBERSHIP:

Councillor Stefan Gawrysiak – Chairman. Oxfordshire County Council (OCC)
Councillor Ken Arlett – Vice Chairman. (HTC)
Councillor Sara Abey - Henley Town Council (HTC)
Councillor Will Hamilton - HTC
Councillor Miss L M Hillier – South Oxfordshire District Council (SODC)
Councillor Laurence Plant – HTC
Councillor Ian Reissmann - HTC
Councillor Jane Smewing – HTC
Jackie Walker – Bix and Assendon Parish Council
Councillor Kester George – Harpsden Parish Council
Councillor John Halsall - Remenham Parish Council
Councillor Darrel Poulos – Remenham Parish Council
Mr David Dickie, Henley in Transition
Mr Patrick Fleming, Henley in Transition
Mr Dave McEwen, Henley in Transition
Mr Ian Clark

Members are reminded to sign the attendance book

AGENDA

1. APOLOGIES FOR ABSENCE

TO RECEIVE apologies for absence.

2. DECLARATIONS OF INTEREST

Members are hereby reminded that, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a disclosable pecuniary interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he/she has obtained a dispensation from the council; and not seek improperly to influence a decision about that matter

3. PUBLIC PARTICIPATION

TO RECEIVE questions or statements from members of the Public.

The following rules shall apply:

- You may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and prejudicial interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).
- Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
- All speeches shall last for no more than 2 to 3 minutes.
- If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.
- If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.
- The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.
- The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.
- Questions which require the disclosure of exempt or confidential information will not be answered.
- The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

4. MINUTES

TO APPROVE the Minutes of the Meeting held on 4 February 2019 (*attached*).

5. AIR QUALITY

TO RECEIVE an update on the following items associated with air quality from the project groups established at the last Transport Strategy Group Meeting:

- i. Cycle Routes – *Councillor Laurence Plant and Ron White*
- ii. Walking – *Councillor Hillier and Jackie Walker*
- iii. Buses – *no separate group required at this stage*
- iv. Trees And Greening – *Councillor Gawrysiak*
- v. Electric Charging Points – *Councillor Gawrysiak, Dave McEwen and Ian Clark*
- vi. Henley Car Club – *Councillor Gawrysiak and Dave McEwen*
- vii. Long Stay Car Parks Signage Locations – *Cath Adams and Patrick Fleming*
- viii. Kill Your Engine/No Idling Campaign - *Councillor Gawrysiak and Dave McEwen*
- ix. Greening At Northfield End - *no separate group required at this stage*
- x. Measuring Particulates – *Councillor Gawrysiak, Patrick Fleming and David Dickie*
- xi. 20mph Limit - *no separate group required at this stage – Councillor Gawrysiak is monitoring*

6. OCC SODC MEETING RE TRAFFIC FLOWS AND 7.5t LIMIT

TO RECEIVE an update from the working group to progress structures, models and ideas on the matter of a 7.5t weight limit and traffic flow issues. The working group consists of Councillor Gawrysiak, Ian Clark, David Dickie, John Halsall and Dave McEwen. **TO RECEIVE** the list of scenarios to be modelled collated from members input as per Transport Strategy Group Minute 24.

7. TRAFFIC COUNT REPORT

TO DECIDE which requests to go forward to Peter Brett from Transport Strategy Group on gaining further information and insight on the Peter Brett traffic count report.

8. FURTHER PUBLIC PARTICIPATION

TO RECEIVE questions or statements from members of the Public relating to items discussed during the meeting.

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Agenda item 4

HENLEY ON THAMES TOWN COUNCIL

MINUTES OF THE TRANSPORT
STRATEGY GROUP HELD ON
MONDAY 4 FEBRUARY 2019
AT 6.00PM IN THE COUNCIL CHAMBER,
TOWN HALL
HENLEY ON THAMES.

Present: Chairman, Councillor S Gawrysiak – Oxfordshire County Council (OCC) and Henley Town Council (HTC)
Vice Chairman, Councillor Ken Arlett -HTC
Councillor Will Hamilton - HTC
Councillor Miss L M Hillier – South Oxfordshire District Council (SODC) and HTC
Councillor Laurence Plant – HTC
Councillor Ian Reissmann - HTC
Councillor K George – Harpsden Parish Council
Mrs Jackie Walker – Bix and Assendon Parish Council
Mr P Fleming, Henley in Transition
Mr D McEwen, Henley in Transition
Mr David Dickie – Henley in Transition
Mr Ian Clark

In Attendance: Janet Wheeler – Town Clerk
Cath Adams – Planning and Project Manager
Kirsty Waterman – Planning and Transport Administrator
1 member of the press
0 members of public

19. APOLOGIES FOR ABSENCE

Apologies for absence were **RECEIVED** from Councillor Jane Smewing – HTC, Councillor Tony Wright – Harpsden Parish Council, Councillor John Halsall - Remenham Parish Council, and Councillor Darrel Poulos – Remenham Parish Council.

Jackie Walker was called to the table and co-opted onto the Committee as a representative of Bix and Assendon Parish Council as detailed in minute 18 (26 November 2019).

Dave Dickie was co-opted onto the Committee as a further representative of HIT.

The Chair reminded Jackie Walker and David Dickie of the confidential nature of some committee meetings and that they would be required to adhere to the code of conduct. This was agreed and accepted.

20. DECLARATIONS OF INTEREST

No declarations of interest were **RECEIVED**.

21. PUBLIC PARTICIPATION

Ian Clark queried signs outside Badgemore Stables. County Councillor Stefan Gawrysiak said that when the Gravel Hill crossing came forward he would ask OCC officers to include an extension of the 30 mph further up the road plus any other safety measures.

22. MINUTES

The Minutes were **RECEIVED, APPROVED** and **SIGNED** by the Chairman as a true record of the meeting of the Transport Strategy Group on 26 November 2018.

23. AIR QUALITY

The SODC £100,000 budget for air quality matters is being rolled over into the next financial year. None of the funds have been used so far beyond circa £20k for the SODC study into Electrical Vehicle charging. Many items overlap with the Neighbourhood Plan Committee and as such will be discussed in liaison with the Committee. The Committee **RECEIVED** an update on the following items associated with air quality. Project groups for each item were established to report back to Transport Strategy Group in March 2019 in a move towards submitting applications for funding from SODC's air quality budget (Groups in italics):

- i. Cycle Routes – ***Councillor Laurence Plant and Ron White***
To agree signage positioning, style and location. Gain OCC support and consent for any proposed signage. To assess all proposed routes for safety.
- ii. Walking – ***Councillor Hillier and Jackie Walker***
To agree signage positioning, style, location and including health benefits of the walk. To liaise with Walkers are welcome and The Ramblers Association. Councillor Hamilton registered his concern over the height of the planters.
- iii. Buses – ***no separate group required at this stage***
Presently being done
- iv. Trees And Greening – ***Councillor Gawrysiak***
A tender document for planters has been sent out by the Planning and Project Manager. 17 suitable sites for planting have been noted.
- v. Electric Vehicle (EV) Charging Points – ***Councillor Gawrysiak, David McEwen and Ian Clark***
Known electrical points need to be established to evaluate best available positions for future EV points and car club vehicles. The Chair is to provide a separate paper at the next Transport Strategy Meeting with information on proposed EV points along terraced streets using existing lamppost power.
- vi. Henley Car Club – ***Stefan Gawrysiak and Dave McEwen***
A proposal is to be drafted.
- vii. Long stay Car Parks Signage Locations – ***Cath Adams and Patrick Fleming***
Automatic Number Plate Recognition (ANPRs) are being looked into as well as other smart parking solutions. Officers are in contact and awaiting meeting confirmation with appropriate organisations. Signage will be discussed in collaboration with HTC's other Committees.

Councillor Hillier arrived at 6.20pm

- viii. Kill Your Engine/No Idling Campaign – ***Councillor Gawrysiak and David Dickie***
This group continues and has further requests to visit local schools and provide material. SODC observed a recent presentation to a local school and are subsequently contemplating how to roll out such a project further afield within the District using this well established and researched formula. David Dickie stated that readings are twice as high as last winter.
- ix. Greening At Northfield End – ***no separate group required at this stage***
Project going ahead
- x. Measuring Particulates – ***Councillor Gawrysiak, Patrick Fleming and David Dickie***

SODC have agreed they are able to use Henley on Thames as a case study to measure particulates for such a purpose. Ricardo Plc will be appointed to work with Henley Town Council.

- xi. 20mph Limit - ***no separate group required at this stage – Councillor Gawrysiak is monitoring***

OCC are establishing set up costs of the 20mph areas. It is expected plans will be ready within the next couple of weeks.

24. OCC and SODC MEETING ON TRAFFIC FLOWS AND 7.5t LIMIT

The Chairman gave an update on a meeting held with OCC and SODC on 22 January 2019 where traffic flows and 7.5t HGV limits were discussed. Committee members referred to page 25 of the agenda and a summary of the meeting (Pg 25 attached). It was agreed to form a list of scenarios to be modelled to see the effect on traffic flow and pedestrian usage through Henley on Thames. A 7.5t HGV weight limit with air quality implications, and traffic flow issues are to be looked at as two separate issues. A weight limit will allow lorries to come through Henley and make deliveries but discourages using Henley as a transport corridor. Haulage costs and local business needs will be taken into consideration with any weight limit and traffic flow proposals. The estimated cost of the traffic modelling study is £10-£18k of S106 money.

Councillor Gawrysiak, Ian Clark, David Dickie, John Halsall and Dave McEwen will form a working group to progress structures, models and ideas on the matter of a 7.5t weight limit and traffic flow issues.

All ideas and scenarios to be modelled should be forwarded to Henley Town Council Officers for consideration.

25. DOUBLE DECKING CAR PARKS

The Committee **RECEIVED** a verbal update following the request to SODC to design and cost plans for a deck for the Kings Road and Greys Road car parks. District Councillors are to request information on the revenue from car parks in Henley and the remit of what this money can be used for. It was suggested that double decking options for long stay car parks as an alternative to Greys and Kings Road car parks and subterranean options should be explored. Double decks could have EV charging points on the top deck for air quality reasons. It was noted that not all committee members agree Henley needs more car parking as the community members could use public transport and walk more. It was suggested that a small reduction of 5% of car travel would improve air pollution issues within Henley.

26. FURTHER PUBLIC PARTICIPATION

The Committee **RECEIVED** no questions or statements from members of the public relating to items discussed during the meeting.

The next Committee meeting will be early March 2019. Date to be confirmed

The meeting closed at 7.23pm

KW/CA

5 February 2019