

EYNESHAM TRAFFIC ADVISORY COMMITTEE

CONSTITUTION AND TERMS OF REFERENCE

(as approved by the Committee on 14 July 2007)

1 Title

- 1.1 The Committee shall be known as the "Eynsham Traffic Advisory Committee", hereinafter called the "Advisory Committee".

2 Administration

- 2.1 The administration of the Advisory Committee will normally be undertaken by the Parish Clerk of Eynsham Parish Council, or by his or her representative.

3 Meetings of the Advisory Committee

- 3.1 Meetings of the Advisory Committee will normally be held two times a year, commencing at 7.30 pm, on dates set by Eynsham Parish Council in consultation with Oxfordshire County Council.
- 3.2 The quorum of the Committee shall be five members.
- 3.3 No business other than that set out in the agenda published by the Parish Clerk may be considered at a meeting of the Advisory Committee unless details have been notified to the Parish Clerk prior to the start of the meeting, and the Chairman has agreed to such matter being considered on the grounds of urgency.

4 Chairman and Vice-Chairman

- 4.1 The Chairman shall be elected by the Advisory Committee at its meeting in July.
- 4.2 The Chairman needs to be an elected member of one of the local authorities represented on the Advisory Committee.
- 4.3 In the event that the Chairman is absent from a meeting of the Advisory Committee, a member of the Advisory Committee shall be elected to chair the meeting.

5 Representatives

- 5.1 The Advisory Committee may include representatives from the following, who shall be regarded as members of the Advisory Committee: -

Representatives from:

a)	<i>Eynsham Parish Council</i>	<i>4</i>
b)	<i>West Oxfordshire District Council</i>	<i>1-2</i>
c)	<i>Oxfordshire County Council</i>	<i>2</i>
d)	<i>Thames Valley Police</i>	<i>1</i>
e)	<i>Stagecoach</i>	<i>1</i>
f)	<i>Eynsham Parish Transport Rep</i>	<i>1</i>

- 5.2 Any other organisation represented on the Advisory Committee may, at the discretion of the Advisory Committee, have more than one representative.

6 Officers

- 6.1 Officers representing (a) the County Council's Director of Environment and Economy; (b) the District Council's Strategic Director (Development) and Strategic Director

(Environment); and (c) Thames Valley Police, shall have a right to attend meetings of the Advisory Committee and speak in an advisory capacity.

7 **Terms of Reference**

7.1 The Advisory Committee does not have executive powers, but may consider any traffic related matter of concern either directly or indirectly to the Parish of Eynsham, and may offer advice on such matters to Oxfordshire County Council, West Oxfordshire District Council, Eynsham Parish Council, or to any other relevant organisation as may be appropriate.

7.2 The following list is not exhaustive, but are the type of matters which may be discussed by the Advisory Committee: -

- a) Existing or proposed road systems or traffic management schemes
- b) One way systems
- c) Traffic calming
- d) Waiting restrictions
- e) Traffic signalling, signing and road markings
- f) Pedestrian crossings and school crossings
- g) Footpaths (excluding maintenance)
- h) Street lighting
- i) On-street and off-street car parking
- j) Road safety engineering

8 **Amendments to constitution and Terms of Reference**

8.1 The Advisory Committee's constitution and terms of reference may be amended at any time by resolution of the Advisory Committee.