

# **Carterton Check – The Delivery Plan and Comments on its implementation at March 2009**

## **The Vision, Strategic Objectives and Aims and Comments after the 3 Year Implementation and 3 further years**

The core of the Action Plan is the Delivery Plan which identifies actions and projects with timescales, costings and priorities which needed to be implemented in order to achieve the overall vision for the community and its surrounding villages. The projects and actions arose from the work of the groups carrying out the healthcheck on transport, the economy, the environment and social & community issues, but have been regrouped under six strategic objectives, discussed and agreed by representatives of all the working groups and the steering group. Each objective has an aim which gives more specific information on what is to be achieved. Revisiting the Action Plan after 6 years we are pleased to see significant progress, but acknowledge there is still much more to do. Projects not specifically identified in the plan, but which have also been undertaken, are shown at the end.

### **Strategic Objectives**

1. Developing the town centre
2. Improving employment opportunities
3. Improving social provision, including cultural and recreational facilities - particularly for young people
4. Fostering links with the NE development and the surrounding villages
5. Enhancing the Environment
6. Making Carterton accessible to all members of the community and surrounding area

## 6.1 Develop the Town Centre

### Aim

To develop and revitalise the town centre so that it becomes the shopping destination of choice for those living and working in Carterton and the surrounding villages

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.1.1 Development Brief (Economy)	EC2.3	Explore with landowners, local councils and others the scope for redeveloping the town centre and draw up a development brief.	WODC, CTC, OCC, Chamber of Trade, SEEDA, landowners and Agents, financial institutions	To be determined  CA, Market Towns Forum	2 years	<b>High (top)</b>  <i>Achieved</i>	Changes in ownership of the main site have delayed progress, but discussions are taking place with the agents for the current owner
6.1.2 Town Centre Vision (Design)	EN1.1	Establish a small group to work with a community architect/planner in consultation with local businesses, councils, land agents etc. to draw up design options for redeveloping the town centre.	CTC, WODC, Chamber of Trade, Market Traders, landowners,	To be determined RTPI, RICS community programmes, Market Town Forum	6 months – 1 year	<b>High (top)</b>  <i>Achieved</i>	A working group was established, funding secured and a Concept Statement Developed.

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.1.3 Policing	S3.1	Ensure that resources allocated to Carterton are deployed in Carterton. Recruit Special Constables to be dedicated to Carterton	Local councils, Thames Valley Police Authority, Community Safety Partnership, CTC, WODC	NA	1 year	Medium  <i>Partially achieved NAG established and 2 PCSOs recruited</i>	The NAG appears active. A decision has been taken to install CCTV in the town. Police staffing is about to be increased
6.1.4 Protecting the markets	EC2.4 EC2.5	Consider relocating the market in the town centre and re-launching the Farmers' market	Market traders, landowners, WODC, CTC, Chamber of Trade, OFG, TVFMA	CA, SEEDA, WODC	1 year	Medium  <i>Work with market traders achieved. Work on Farmers' Market not achieved</i>	The relocation of the market has been very successful and other town centre traders do not appear to have suffered. Foxbury Farm meets some of the need for a Farmers' Market
6.1.5 Shoppers Survey	EC2.1	Carry out a shoppers postcode survey	Chamber of Trade, retailers	To be determined WODC	3 months	High  <i>Not achieved. Although major survey on retail carried out by King Sturge</i>	The need for this currently has been overtaken by events, but could be undertaken relatively easily should the need arise again

## 6.2 Improving Employment Opportunities

### Aim

To offer more choice of local employment, in particular to attract more prestigious companies and provide opportunities and support for start-up businesses.

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comment
6.2.1 Employment at RAF Brize Norton	EC1.7	Maintain good contacts and up to date information on employment changes at the base	WODC, CTC, Chamber of Trade, RAF BN	NA	ongoing	Medium <i>Achieved</i>	Regular meetings have taken place with the Wing Commander OC Admin
6.2.2 Protecting and encouraging employment opportunities	EC1.9 & EC1.4	a) establish and b) operate a small group to ensure land allocated for employment is safeguarded and more proactively marketed to encourage more prestigious employers	Chamber of Trade, TBAC, CTC, Business Link, WODC, OCC, OEP, Land owners	a) Nil b) To be determined  SEEDA, TBAC, OEP Business Link	a) 9 months b) 5 years	High <i>Achieved</i>	This group operated for several years, but ceased meeting once it was clear Ventura Park was being successfully marketed. It could be reconvened if appropriate
6.2.3 Promotion of Carterton	EC1.1 2	Develop an information pack to promote Carterton as a business location	Business Link, TBAC, C of T, WODC, OCC, OEP	£3,000  CA, SEEDA, TBAC	1 year	Medium <i>Achieved</i>	The publicity material was distributed widely within the region and has recently

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comment
							been included in a Information folder for businesses produced by WODC
6.2.4 Community College 6 <sup>th</sup> Form	EC3.1	Support the Community College in its bid for a 6 <sup>th</sup> form	Chamber of Trade, CTC, OCC	NA	Ongoing	Medium <i>Achieved</i>	Support has been provided and Special status for Engineering achieved .It is possible there may now be 'movement' on this issue
6.2.5 Start-up support	EC4.3	a) seek to and c) establish small supported incubation units for start-up businesses	Chamber of Trade, TBAC, Business Link, WODC, OCC	a) Nil b) Unknown TBAC, SEEDA, WODC, OCC	3 years	High <i>Unsuccessful funding application</i>	Ventura Park appears to be a successful Business Park providing a range of plot sizes
6.2.6 Business Support Fair	EC6.5	Invite Business Link to organise a Business Support Fair in Carterton	Business Link, C of T, CTC, WODC, OCC	NA	6 months	High <i>Achieved</i>	
6.2.7 Broadband	EC6.6	a) campaign to reach trigger threshold b) work with providers to establish the most appropriate Broadband facility	Chamber of Trade, SEEDA, local councils	a) £200 b) unknown	a) 3 mths b) 1 year	High <i>a) Achieved b) Not achieved</i>	There may be scope to revive this proposal at CCC

### 6.3 Improving social, cultural and recreational facilities – particularly for young people

#### Aim

To enhance and develop facilities so that all groups and individuals can have access to, and take part in, a wide range of social, cultural and recreational activities.

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.3.1 Healthy Living Centre	S3.2	Undertake research to establish whether there is the need to set up a Healthy Living Centre and what its priorities would be	PCT, local practices, Strategic Health Authority, HAs	To be determined NOF, SEEDA, CA	6 months	Medium  <i>Achieved</i> <i>No progress as funding stream ceased</i>	Initial research was being carried out when funding ceased to be available. A Children's Centre has been established
6.3.2 Enhanced provision of information	S4.1	a) improve on the use and publicity of existing information points in the library and Town hall b) extend existing use – eg more visiting surgeries for housing etc. c) consider a new information/visitor/ one stop shop centre	CTC, WODC, OCC, Tourist Board, SEEDA, CA, HAs	Tourist Board, SEEDA, CA, CTC, WODC, OCC	a) 3 months b) 1 year c) 5 years	Medium  <i>Achieved,</i>	Town Council became a local service point There is scope for another such information point to be developed at CCC

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.3.3 Sport for young people	S5.2	a) using the youth survey as a basis, identify specific priorities for young people (basket ball, running track, improved skate park) b) develop projects to address these	CTC, WODC, OCC, Oxfordshire Playing Fields Association	a) £500 b) unknown. Sport for All, Sports Council, Oxfordshire Playing Fields Association	a) 6 months b) 2 years	High  <i>a) Achieved</i> <i>b) Partially achieved through events such as the 10k and Extreme Wheels Event</i>	A Youth Council has been established which now organises events for young people
6.3.4 Carterton Sports Council	S5.9	Investigate setting up a local Sports Council to co-ordinate provision (including that being developed in the NE) for the area	CTC, WODC, OCC, Sports Council	NA	6 months	Medium  <i>Achieved</i>	This proposal was investigated and rejected
6.3.5 Arts/community Venue		a) explore the possibility of using redundant/ underused premises to provide a venue for cinema, arts groups. b) draw up and implement proposals to achieve this	RAF Brize Norton, CTC, WODC, OCC, ORCC,	a) £500 b) to be determined. NOF, OCC	a) 1 year b) 5 years	Medium  <i>a) &amp; b) Cinema set up, but in existing premises and has lapsed for some time</i>	It is likely that some form of cinema will be re launched at CCC
6.3.6 Carterton's Heritage	S6.5	Exploit Carterton's interesting history. Produce a display (possibly to be used in a new visitor centre)	Local historians, CTC, WODC, OCC, ORCC, members of the community	£1,500	1 year	High  <i>Achieved</i>	Two separate Heritage Projects have now been completed

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.3.7 Viewing Area for RAF Brize Norton	EC5.2	Explore the possibility of creating a designated viewing area with facilities for visitors.	RAF Brize Norton, SEEDA, CTC, WODC, OCC,	£500	1 year	Medium <i>Partially achieved</i>	This has been seriously explored by the RAF, but no area identified to date
6.3.8 Family Restaurant	EC5.9	Aggressively market Carterton as a business opportunity to provide a family restaurant, carrying out surveys if necessary	Chamber of Trade, CTC, WODC, OCC, TBAC, Tourist Board, Breweries	£1,000	1 year	High <i>Partially achieved</i>	Planning permission for this development was secured, but the owner has so far chosen not to implement it

## 6.4 Fostering links with the north-east development and the surrounding villages

### Aim

To ensure that residents of recent development feel part of and contribute to the economic and social life of the town. To develop close and regular contact with the villages, involving them in decisions which affect them, while respecting their individual identities

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.4.1 Village Links	S4.4	Work with ORCC to establish better links with the surrounding villages	ORCC, Leader + team, CTC, OCC	NA	Ongoing	<b>High</b> <i>Partially achieved</i>	It has proved difficult to engage with neighbouring parishes.
6.4.2 Gateway Improvement (Brize Norton approach)	EN1.1	a) draw up a programme, jointly with RAF BN to soften the impact and tidy up the approach from BN b) implement the programme	TC, WODC, RAF BN	WODC, Leader+, RAF BN, English Nature, CA, MOD	a) 6 mths b) 5-10 years	<b>High</b> <i>Not achieved</i>	Recent discussions with OCC Transport Team have touched on possible improvements
6.4.3 Local Plan	EN1.6	Establish a small working group including strong representation from the villages, to keep a watching brief on planning issues	TC, ORCC, OALC, WODC	NA	3 months to set up then ongoing	Medium <i>Not achieved</i>	Although the working group has not been set up, the Project Manager has kept abreast of developments and it is anticipated that there will be significant involvement in

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
							commenting on the emerging Core Strategy and other key planning documents
6.4.4 Village Transport Needs	T1.8	a) to work with ORCC to identify and b) address the transport needs of the inner hinterland including the use of alternative ways of providing transport	ORCC, OCC, Leader +, Oxfordshire Rural Transport Partnership	a) £500 b) unknown Leader +, ORTP, CA	a) 9 months b) 3 years	<b>High</b> <i>Partially achieved by village representation on the Transport Group</i>	The Transport Group has continued to meet and feed into the Traffic Advisory Meetings
6.4.5 North-East development links	S2.2	To work with the residents' association to encourage new residents to become active members of the community by a) the development of a 'welcome' pack, b) organising a community event c) ensuring their local amenities are provided.	RAs, CTC, WODC, ORCC, HAs, Developers,	a) £500 (for welcome pack) b) £300 for event local developers, local businesses	2 mths (for the pack) 1-2 mths for event	<b>High</b> <i>a) Achieved</i> <i>b) Achieved</i> <i>c) Work in progress.</i> <i>Further 'Family Days' planned</i>	A welcome pack has been developed and continues to be appreciated by new residents. A successful community event was organised and consultations for the new community centre. Pressure continues to improve links to Carterton's town centre.

## 6.5 Enhancing and protecting the environment

**Aim**  
To improve the built environment by using high quality design and materials, providing a more cohesive town centre. To protect and develop landscaping, in particular by the use of trees, to make Carterton a more attractive place to live and work. To work with RAF Brize Norton to minimise their impact on the environment.

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.5.1 Empty Forces stock	S2.1 & S2.9	a) support existing local initiatives to address this major issue. Draw attention to the recently published Communities Plan (ODPM) which identifies dealing with empty property as a priority. b) organise a meeting on behalf of the Carterton Check	CTC, WODC, Local MP, RAF BN Annington Homes, HAS	NA	a) Ongoing b) 6 months	<b>High</b> <i>a) achieved</i> <i>b) Not Achieved</i>	This is a constant item for the regular liaison meetings with the base. Some empty stock has been demolished. Current financial climate will affect the PFI initiative
6.5.2 Carterton Tree Trust	EN1.1	a) Establish a Carterton Tree Trust b) Develop a pilot programme c) Implementation	TC, WODC, OCC, Community College	CA, BCTV, OCC, NOF, BBOWT, English Nature	a) 12 months b) 4 months c) 3 years	Medium <i>a) &amp; b) Achieved by Town Council</i>	
6.5.3 Sponsors for environmental improvements	EN1.7	a) approach businesses/ schools and identify projects b) implementation	Community College, C of T, major employers, primary schools,	CTC £100 (bulb planting) CA	a) 6 months b) 3 years	<b>High</b> <i>a) &amp; b) Partially achieved</i>	Limited funding was secured for bulb planting

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.5.4 Volunteering	EN2.4	Renew efforts to set up groups of volunteers to work with English Nature and BBOWT to get the best out of The Dell and Willow Meadows	TC, WODC, BBOWT, English Nature	£500 to start	9 months to set up then ongoing	Medium <b>Not Achieved,</b>	Plans for a project by the Dell with BBOWT and the school did not materialise as BBOWT did not have the funding. U3A may be establishing a group for such projects
6.5.5 Friends of the Country Park	EN2.7	Encourage WODC to establish a body to involve the community in the development, promotion and maintenance of the new NE Country Park	WODC, RGs	£500 to set up	1 year to set up then ongoing	Medium <b>Not achieved</b>	CTC has been centrally involved in the development of the Park
6.5.6 Shill Valley Footpaths	EN3.1	a) Consider developing one or two medium distance footpaths along the Shill Valley b) If feasible, implement.	OCC, English Nature, BBOWT, ORCC,	English Nature, NOF, CA, OCC	a) 9 months b) 5 years	Medium <b>Partially achieved</b>	Some early work undertaken, but not developed. The Town Council is developing a 'Walks' leaflet
6.5.7 Walking and riding in and around Carterton	EN3.7	Produce a new publication which brings together information on opportunities for walkers, cyclists and horse-riders.	WODC, TC, Tourist Information, BHS, Ramblers Assn	£3000	2 years	High <b>Not achieved</b>	

## 6.6 Making Carterton safe and accessible to all members of the community and surrounding area

### Aim

To make Carterton accessible and convenient to residents and visitors, users of private and public transport, while becoming a safe and attractive place for pedestrians

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.6.1 Information Centre	EC2.1 0	Establish a small group to look at the feasibility of a small visitor/information/one stop shop centre	CTC, WODC, OCC, Tourist Board, History Society, HAs	£200 NOF, WODC, OCC, Local HAs	9 months	Medium  <b>See 6.3.2</b>	The Heritage Project produced material and mad it accessible
6.6.2 Signage improvement	EN1.1 2	a) undertake an audit of signage and identify any need for new/repositioned post boxes (in conjunction with the OCC audit) b) work with appropriate agencies to address needs identified	WODC, OCC, Chamber of Trade, Post Office	OCC, WODC, Post Office	a) 3 months b) 1 year	Medium  <b>a)achieved b)achieved</b>	
6.6.3 A40 Improvements	T1.1,1 .2,1.3	To press for access to A40 to the west and for dualling	CTC, OCC Highways Agency	NA	Ongoing	High  <b>Achieved</b>	Although the desired outcome has not been achieved. Efforts continue

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.6.4 Accessible Transport	T1.9 T2.4	a) Carry out a detailed access audit b) Install changes to meet the DD Act. Encourage more take up of driver awareness training, provide more adapted buses and make the business community aware of its obligations under the new legislation	WODC, OCC, Bus operators	a) OCC b) To be determined	a) 6 months b) 2 years	High  <i>a)achieved</i> <i>b)partially achieved</i>	An access audit for the town centre was carried out (see 6.6.9) Local organisations and businesses were contacted where it was felt improvements were needed
6.6.5 Expand Ring-a-ride	T2.5	Support the Access Forum in pressing for funding to expand this oversubscribed service	Access Forum, CTC, WODC, MP	NA	3 months	Medium  <i>Partially achieved</i>	This service was relaunched as Octabus and the Transport Group obtained funding to support local people registering to join the scheme
6.6.6 Integrated Travel Information	T2.6	Make provision for a central integrated information point and publicise the library as a daytime source of information	Library Service, ORCC, CTC, WODC, OCC,	£500	1-5 years	High  <i>Achieved</i>	Funding secured to provide information board outside the Town Hall
6.6.6 Safe Ways to school	T3.2	Support the schools' funding application for segregated footpaths	Community College, primary schools, OCC,	NA	3 months	Medium  <i>Not achieved</i>	Work to improve cycleways continues

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.6.7 X Roads Management	T3.3	Clarify the status of the 'tables' as crossing places, and implement any changes needed. Investigate community funding for a Special Constable dedicated to Carterton	OCC, Police Authority	NA  Unknown	2 years  1 year	Medium  <b>Not achieved</b>	
6.6.9 Pavement Improvements	T3.13	Arrange for OCC's Access Officer to carry out a pavement survey and recommend improvements	OCC	NA	a) 3 months b) 1-5 years	Medium <b>See 6.6.1</b>	
6.6.10 Audit of voluntary sector resources		Carry out an audit of the needs and current transport resources of key community groups	ORCC, Allandale House, Community College, Age Concern	NA	3 months	<b>High</b> <b>Achieved</b>	As a result a voluntary diver scheme was established using the Community College minibus. It no longer runs due to lack of volunteers
6.6.11 Shopmobility		Consider establishing a Shopmobility scheme for Carterton or sharing the Witney resources as a mobile scheme	ORCC, WODC, OCC	NA	6 months	Medium <b>Achieved</b>	A scheme was considered and rejected
6.6.12 Fire/Ambulance Service		a) Support campaign to have fire and ambulance stations based at Carterton. b) Undertake research to support the case including the impact of the NE development	Oxfordshire Fire/Ambulance Services, CTC, OCC	NA	a) Ongoing b) 9 months	<b>High</b> <b>a)achieved</b> <b>b)partially achieved</b>	The campaign, especially for a Fire Station, continues. Some research has been undertaken

Project	Ref	Description	Potential Partners	Funding Requirements / sources	Timescale	Priority/ Progress	Comments
6.6.13 Promotion of town bus service		Produce publicity and promote free trial rides to increase use of town centre bus service	Stagecoach, OCC, CTC	£200	3 months	High  <i>Not achieved</i>	There were discussions with the bus company and OCC, but these were not followed up

## **Additional Projects not specifically identified in the Action Plan**

### **1. Tower Square Refurbishment**

#### **Description**

To improve Tower Square by redesigning and installing new soft and hard landscaping, installing new street furniture and creating a feature mosaic. A community group was set up to oversee the work supported by the Project Manager and specialist officers from WODC. A professional artist was recruited to work with the community to develop the mosaic. Public consultation on the design took place and the artist ran mosaic workshops for members of the community and local schools.

#### **Timing**

Autumn 2007 to Winter 2008/09

#### **Funding**

£ 38,380 from the Peoples' Millions

£10,000 from Carterton Town Council

### **2. Carterton Community Centre**

#### **Description**

To provide a high quality flexible community facility for the whole community in North East Carterton. This was a major project undertaken by the Town Council, supported by the Project Manager. It involved liaising with the architect, employer's agent, builders, sub-contractors and District Council. A Company also registered as a Charity was set up and a Management Committee of Trustees recruited, to take over the running of the Centre. A Community Café run by volunteers and a local businesswoman was established within the Centre

#### **Timing**

Spring 2006 to Winter 2008/09

#### **Funding**

£642,000 from s106 funding administered by WODC which includes 2 additional claims of £60,000 and £14,000

£658,000 from Carterton Town Council

£120,000 from SEEDA

£30,000 from WREN (Landfill Tax)

## CFF Partnership Funding 2003 - 2009

### Cinema

Cottsway Housing	500
Oxfordshire Community Fund	500
Carterton Town Council	250
UK Film Council	4,900

### Economy- Business Promotion Flyer

Ventura Park	200
West Oxfordshire Business Park	200

### Heritage Project

Anonymous	2,000
Local Heritage Initiative	21,678

### Posterity Project

Local Heritage Initiative	20,301
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### Carterton Community Centre

SEEDA Small Market Towns Fund	120,000
WREN	30,000
Additional s106	74,000
Sponsorship approx	2,500
Oxfordshire Community Foundation	5,000

### Town Centre

Carterton Town Council	8,000
West Oxfordshire District Council	9,000

### Travel Information Point

Oxfordshire County Council	800
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### Volunteer Transport Scheme

Carterton Town Council	100
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### Beacon Town

Countryside Agency	6,000
SEEDA	3,000

### Environment

Co-op Community Dividend Scheme	1,000
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### Tower Square

Lottery – Peoples' Millions	38,380
Town Council	10,000

**Total** **£358,309**

Not including CA,CTC, WODC grants for CC's post and help in kind and the main Carterton Community centre funding