



COTSWOLD
TRANSPORT
PLANNING

March Projects

Crockwell House Farm, Great Bourton

Construction Traffic Management Plan

August 2020



DOCUMENT REGISTER

CLIENT:	MARCH PROJECTS
PROJECT:	CROCKWELL HOUSE FARM, GREAT BOURTON
PROJECT CODE:	CTP-20-269

REPORT TITLE:	CONSTRUCTION TRAFFIC MANAGEMENT PLAN		
PREPARED BY:	BEN FINCH	DATE:	AUGUST 2020
CHECKED BY:	MIKE GLAZE	DATE:	AUGUST 2020

REPORT STATUS:	ISSUE 01
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1 Introduction

1.1 Cotswold Transport Planning (CTP) have been instructed to produce a Construction Traffic Management Plan (CTMP) in support of a residential development on land at Crockwell House Farm, Manor Road, Great Bourton, OX17 1QT.

1.2 Planning permission was granted on 5th April 2019 for the redevelopment of existing agricultural buildings to provide three residential dwellings (ref: 19/00250/OUT), the decision notice for which, is provided at **Appendix A**.

1.3 This CTMP has been produced to comply with Condition 6 of the decision notice, which states:

‘Prior to the commencement of the development hereby approved, a Construction Traffic Management Plan (CTMP) shall be submitted to and approved in writing by the Local Planning Authority. The submitted CTMP shall as a minimum detail:

- i) Measures to protect the existing public right of way during construction work;*
- ii) Arrangements for the access and parking of construction vehicles;*
- iii) Arrangements for the delivery and storage of materials to the site; and*
- iv) Arrangements for the removal of waste materials from the site.*

Thereafter the development shall be carried out strictly in accordance with the approved CTMP.’

1.4 Phase 1 of the development will result in the construction of one dwelling to the south of the application site. Phase 2 will consist of the remaining redevelopment works, at which point this CTMP will be updated. Whilst many aspects of construction will be determined by the appointed contractor, this CTMP sets out guidelines of construction, which should be adhered to during the construction phase.



2 Site / Highway Management

- 2.1 The proposed site layout plan is provided at **Appendix B**.
- 2.2 Provided at **Appendix C** is a construction plan, demonstrating the operation of the construction compounds. This plan demonstrates the locations of the construction compound areas, potential parking arrangements, facilities for contractors, and access and egress by relevant construction traffic.

Banksmen

- 2.3 All on-site construction vehicles will enter and exit the site in forward gear. An appropriately trained, qualified, and certified banksmen will be employed by the appointed contractor to assist in the guidance of heavy and large construction vehicles and supervise unloading. The construction plan at **Appendix C** demonstrates the manoeuvres by a HGV which would be overseen by the banksmen.
- 2.4 As the adjacent highway is not a main road, but rather a small local access road, the role of the banksmen will be to ensure any delivery vehicles enter and exit the site in a manner that avoids damage to the existing carriageway, Public Right of Way, or surrounding buildings.
- 2.5 Due to the poor visibility at the junction of Manor Road, banksmen will guide all HGVs leaving the site along and out of Manor Road. Contractors and site workers must be warned to take particular care at this junction.
- 2.6 Given the small scale of the site, at this stage it is anticipated that banksmen will form members of the contractors' construction staff and will also have other duties.

Welfare / Construction Facilities

- 2.7 Welfare and construction facilities on-site will be located within the allocated construction compound areas to the east and west of the application site. Indicative locations for said facilities have been demonstrated on construction plan at **Appendix C**.
- 2.8 Due to the scale of the development, the allocated construction compound areas will also operate as areas for the storage of materials.

Public Right of Way (PROW)

- 2.9 Located adjacent to the south of the application site, a public footpath routes along Stanwell Lane, and partially along Manor Road. The location and alignment of the PROW is demonstrated in **Figure 2.1**.

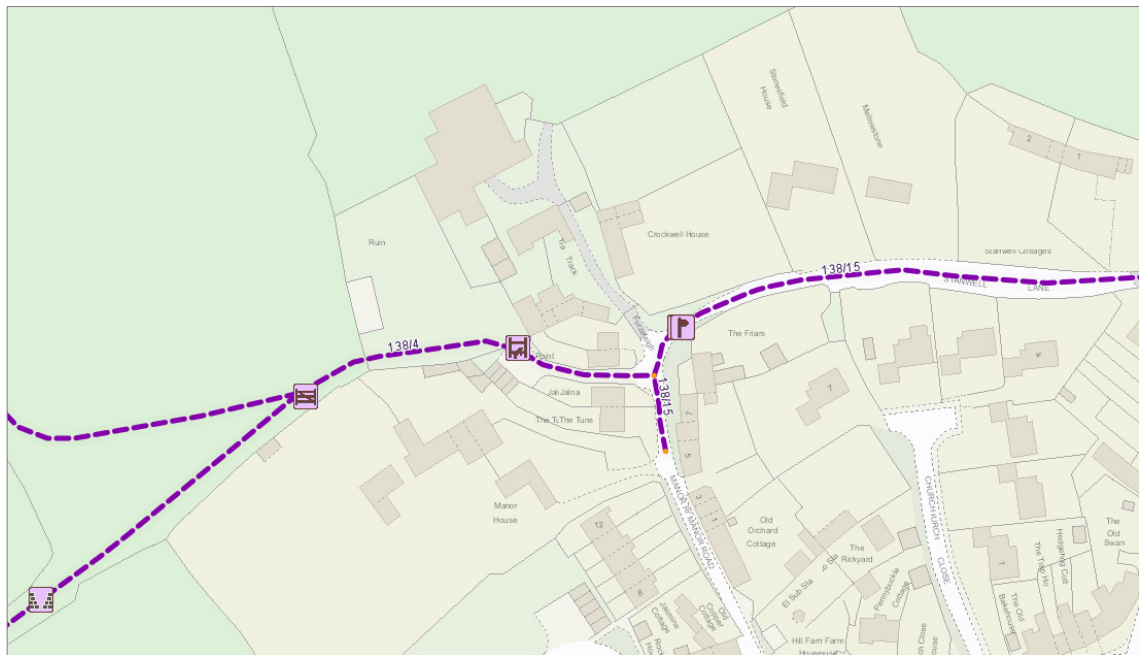


Figure 2.1: Public Right of Way

- 2.10 To ensure that no disruption is caused to the operation of this PROW, a number of measures will be put in place.
- 2.11 Firstly, as previously mentioned in this section, clear areas for the storage of materials will be set up within the construction compounds, these locations will be determined by the appointed contractor. By adhering to specific storage areas, materials / debris will not be moved onto the adjacent PROW.
- 2.12 Pedestrian routes passing by the application site will be kept clean and tidy during the construction phase, to reduce the impact of pedestrians treading through materials and spreading them across the PROW.
- 2.13 Appropriate warning signage will be placed on the approach to the site, in order to warn pedestrians using the PROW of the construction works.
- 2.14 Finally, and further discussed in **Section 4**, deliveries will be strategically planned to ensure limited materials are kept on-site at any given time. This further reduces the risk of damage to the PROW.

Road Closures

- 2.15 It is not foreseen that any road closures will be required during the construction of the development, other than temporary closures of the PROW. Although ultimately the decision on the need to close a road will fall to the contractors, it is recommended that road closures be avoided where possible.



Traffic Management

- 2.16 As with road closures, the need for traffic management will fall to the contractors. Due to the size of the development, it is unlikely that traffic management measures will need to be put into place for any significant length of time, other than associated with significant deliveries of 'bulky' materials.

Maintaining Signage

- 2.17 Maintaining signage and barriers associated with the site will be the responsibility of the contractor, as the application site is relatively small and off a smaller access road, it is not anticipated that the regime of signage, barrier inspection and maintenance will have a severe impact on the highway.

Construction Hours

- 2.18 Construction activities will be permitted between the hours of 07:30 and 18:00 on Monday to Friday and between 08:00 and 13:00 on Saturdays. No working shall take place on Sundays or Public Holidays.

Communication with Residents

- 2.19 Residents and local business will be notified in advance of any expected particularly busy delivery periods and intense periods of construction activity, including construction traffic.
- 2.20 To aide communication with residents and local businesses, the site manager's contact phone number will be available on notices outside the site. This will ensure the site manager is aware of any residents' concerns and can deal with them efficiently if required.



3 Parking Strategy

Parking for Construction Workers

- 3.1 There will be construction workers arriving at the application site in the morning and departing in the evening, although the numbers involved are forecast to be relatively low on a day-to-day basis and will typically comprise private cars and light vans.
- 3.2 Due to the provision of client-owned land to the east and west of the application site, it is forecast that all construction workers will be able to park at the site, without encroaching on the highway network. Contractors will be advised that they cannot park on the public highway.
- 3.3 The construction plan, provided at **Appendix C**, indicates that the land set aside for use as a construction compound is able to accommodate parking by contractors.



4 Routing / Deliveries

Routing

- 4.1 Due to the location of the nearest motorway exit, and the layout of the surrounding highway network, all construction traffic will route from the west via Southam Road (eastbound), turning left onto Manor Road, south of the application site.
- 4.2 This routing will be enforced to ensure no traffic routes from the east (westbound) along Southam Road.
- 4.3 It is noted that just east of the Southam Road junction to Great Bourton, there is a low bridge warning sign. This is not considered an issue for traffic routing this direction, as the bridge is located east of the junction with Manor Road and traffic will not be routed this direction.

Deliveries

- 4.4 The construction plan, provided at **Appendix C**, demonstrates that a 12m rigid truck is capable of accessing and egressing the site in a forward gear, utilising the site's construction compound areas for unloading / loading, and turning. Due to the scale of development, it is considered that this will be the largest vehicle expected to visit the site.
- 4.5 All deliveries will be undertaken on-site, within the allocated compound areas. No deliveries will be undertaken on Manor Road or Stanwell Lane, to protect the existing carriageway and PROW.
- 4.6 As stated in **Section 2**, deliveries should be strategically planned to ensure there is not an excess of materials kept on-site at any given time.

HGV Waiting Areas

- 4.7 Delivery drivers will be required to call ahead to the site manager 15 minutes before arrival, to ensure two drivers do not arrive at the same time, due to the constrained nature of the site. If a HGV is still loading / unloading when another is due to arrive, the incoming driver will be required to pull over at a safe and suitable location and wait for the site manager to allow them to enter.
- 4.8 It is considered that drivers will be best placed to make a judgement call whilst driving as to where is best to safely pull over and wait.



4.9 Notwithstanding this, it is noted that there are HGV waiting areas located on the A423 to the south, adjacent to Banbury Crematorium, and to the north, approximately 1.5km north of the junction to Great Bourton.

4.10 The referenced waiting areas are demonstrated on **Figure 4.1**, which also includes the distance and time to the application site.

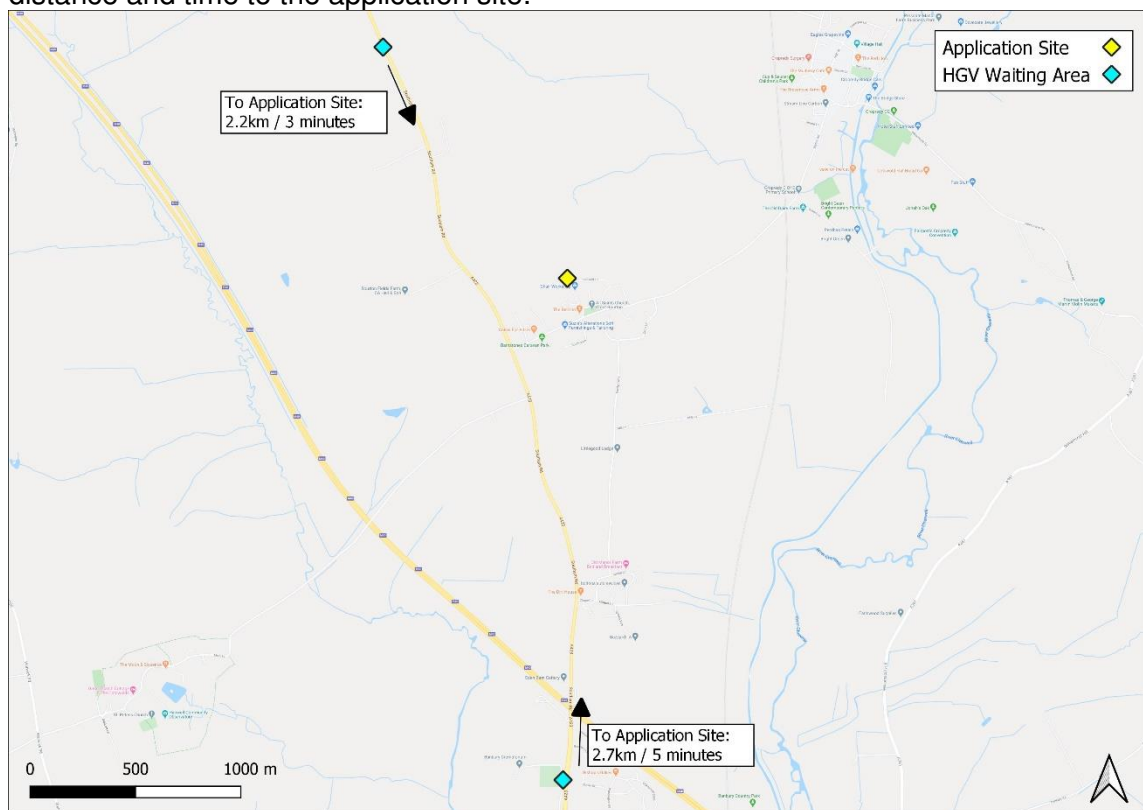


Figure 4.1: HGV Waiting Area

4.11 Based on **Figure 4.1**, it is concluded that delivery drivers would be able to call ahead by 15 minutes and find a suitable place to park if told to wait for a current delivery to vacate the construction compound.

4.12 It is noted that waiting on Manor Road or Stanwell Lane will not be permitted by the contractor, this will ensure free continued movement along the carriageways and the PROW adjacent to the south of the application site.

Waste Removal

4.13 As with deliveries, any waste removal vehicles will be required to call 15 minutes ahead of arrival.

4.14 **Section 5** further indicates measures to ensure waste removal, and deliveries, do not damage the adjacent highway or PROW.



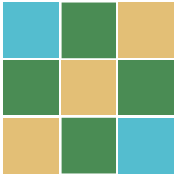
5 Mitigation Measures for Noise, Vibration, Dust, and Dirt

- 5.1 Wheel-washing facilities will be provided on-site at the access point, therefore construction vehicles exiting the site will not take mud or debris onto the adjacent highway / PROW.
- 5.2 Given the temporary, short-term nature of the construction phase, wheel-washing facilities will be provided in the form of a portable automated high-pressure wheel washer with motion sensors to conserve water.
- 5.3 The following mitigation measures will also be adopted to minimise noise, vibration, and dust pollution:
- i) Requirement for all engines to be switched off when not in use;
 - ii) Spraying of areas with water as and when conditions dictate;
 - iii) A road sweeper will be made available whenever operations dictate. The road sweeper will be used outside of the peak network hours; and
 - iv) Vehicles carrying waste material off-site will be sheeted.



6 Contractor Responsibility

- 6.1 Alongside measures already mentioned in this report, it will be the responsibility of the appointed contractor to comply with all statutory regulations and guidelines in relation to construction and movement activities. It will also be the responsibility of the contractor to deal with any issues related to fuel and oil storage, together with a strategy for dealing with any spillages.
- 6.2 A condition survey will be undertaken by the appointed contractor, whilst in liaison with the local highway authority.
- 6.3 Details of the main contractor, project manager, and site manager will be provided to the local highway authority when the roles have been appointed by the client.
- 6.4 The appointed contractors will be provided with a copy of this CTMP and will adhere to it as part of the planning consent. The CTMP will form part of the on-site induction and a copy of the CTMP will also be made available within the contractors' compound.



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Appendix A

19/00250/OUT Decision Notice



NOTICE OF DECISION
TOWN AND COUNTRY PLANNING ACT 1990
(AS AMENDED)

Name and Address of Agent/Applicant:

Ms Louise Bywaters
c/o Roger Coy Partnership
Mr Roger Coy
Bricknells Barn
32 Lime Avenue
Eydon
NN11 3PG

Date Registered: 8th February 2019

Proposal: OUTLINE - Residential development of 3no dwellings (Re-submission of approved application 16/00609/OUT)

Location: Barns, Crockwell House Farm, Manor Road, Great Bourton

Parish(es): Bourton

OUTLINE PERMISSION FOR DEVELOPMENT SUBJECT TO CONDITIONS

The Cherwell District Council, as Local Planning Authority, hereby **GRANTS** outline planning permission for the development described in the above-mentioned application, the accompanying plans and drawings and any clarifying or amending information **SUBJECT TO THE CONDITIONS SET OUT IN THE ATTACHED SCHEDULE.**

The reason for the imposition of each of the conditions is also set out in the schedule.

Cherwell District Council
Bodicote House
Bodicote
BANBURY
OX15 4AA

Robert Jolley
Assistant Director
Planning and Economy

Date of Decision: 5th April 2019

Checked by: NS (Officer initials)

SCHEDULE OF CONDITIONS

- 1 That no development shall be commenced until full details of the access, layout, scale, appearance and landscaping (hereafter referred to as reserved matters) have been submitted to and approved in writing by the Local Planning Authority.

Reason: This permission is in outline only and to comply with the provisions of Section 92 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004, and Article 5(1) of the Town and Country Planning (Development Management Procedure) Order 2015 (as amended).

- 2 That in the case of the reserved matters, application for approval shall be made not later than the expiration of three years beginning with the date of this permission.

Reason: This permission is in outline only and to comply with the provisions of Section 92 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004, and Article 5(1) of the Town and Country Planning (Development Management Procedure) Order 2015 (as amended).

- 3 That the development to which this permission relates shall be begun not later than the expiration of two years from the final approval of the reserved matters or, in the case of approval on different dates, the final approval of the last reserved matters to be approved.

Reason: This permission is in outline only and to comply with the provisions of Section 92 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004, and Article 5(1) of the Town and Country Planning (General Development Procedure) Order 2015 (as amended).

- 4 Except where otherwise stipulated by conditions attached to this permission and unless otherwise agreed with the Local Planning Authority, the development shall be carried out strictly in accordance with drawings 3561/B Map and 3561/20E.

Reason: For the avoidance of doubt, to ensure that the development is carried out only as approved by the Local Planning Authority, and in accordance with Government guidance contained within the National Planning Policy Framework.

- 5 Prior to the commencement of the development hereby approved, full details of improvements to the means of access between the land and the highway, including, position, layout, construction, drainage and vision splays, shall be submitted to and approved in writing by the Local Planning Authority. Thereafter, the means of access shall be improved and retained in accordance with the approved details.

Reason - In the interests of highway safety and to comply with Government guidance contained within the National Planning Policy Framework.

- 6 Prior to the commencement of the development hereby approved, a Construction Traffic Management Plan (CTMP) shall be submitted to and approved in writing by the Local Planning Authority. The submitted CTMP shall as a minimum detail:

- (a) measures to protect the existing public right of way during construction work
- (b) arrangements for the access and parking of construction vehicles
- (c) arrangements for the delivery and storage of materials to the site
- (d) arrangements for the removal of waste materials from the site

Thereafter the development shall be carried out strictly in accordance with the approved CTMP.

Reason - In the interests of highway safety, and to minimise the impact of the construction phase of development on the users of the public highway, to comply with Government guidance contained within the National Planning Policy Framework.

- 7 The dwellings hereby approved shall be no more than single storey in scale.

Reason - To ensure the satisfactory appearance of the completed development, to safeguard the privacy of the occupants of the existing and proposed dwellings and to preserve the setting of listed buildings, to comply with Policy ESD15 of the Cherwell Local Plan 2011 - 2031 Part 1, Saved Policies C28 and C30 of the Cherwell Local Plan 1996 and Government guidance contained within the National Planning Policy Framework.

INFORMATIVE NOTES TO APPLICANT

- 1 Consent has been granted subject to conditions. It is the developer's responsibility to ensure that they have read and understood the requirements of the conditions, and that they comply with the conditions when carrying out the development. If you are unclear about what is required, please contact the case officer for further advice.

In some cases conditions require further details to be submitted and approved by the Local Planning Authority. You will need to make a formal application to the Council for approval of these details, and you need to allow up to 8 weeks (following receipt of a valid application) for the Council to make a decision on the acceptability of the details. This is particularly important where a condition requires further details to be approved before any work commences as any work carried out before those details have been approved would be unauthorized and at risk of planning enforcement action.

The conditions application fee is £116. The fee is payable each time a conditions application is made. You can include multiple conditions in one application, and this can be more cost and time effective than submitting details for each condition separately.

Guidance on making an application is available online on the Council's website by going to <http://www.cherwell.gov.uk/index.cfm?articleid=8983>

- 2 Bats are a highly mobile species which move between a number of roosts throughout the year. Therefore all works must proceed with caution and should any bats be found during the course of works all activity in that area must cease until a bat consultant has been contacted for advice on how to proceed. Under the Wildlife & Countryside Act 1981 (as amended) and the Habitat and Species Regulations 2010 it is illegal to intentionally or recklessly disturb, harm or kill bats or destroy their resting places.
- 3 The illustrative layout shown on Drawing No: 3561/20E is not considered acceptable for reserved matters submission. In particular it is considered that the layout does not successfully preserve the historic farmyard setting to Crockwell House, and the form of the new dwellings (detached and with front projections) does not successfully replicate the simple form of traditional agricultural buildings. It is recommended that pre-application advice is sought in respect of a revised scheme prior to making a reserved matters submission.

STATEMENT OF ENGAGEMENT

In accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) and paragraph 38 of the National Planning Policy Framework, the Council has worked positively, creatively and proactively to determine this application within the

agreed timescales, having worked with the applicant/agent where necessary and possible within the scope of the application (as set on in the case officer's report) to resolve any concerns that have arisen, in the interests of achieving more appropriate and sustainable development proposals. Consent has been granted accordingly.

The case officer's report and recommendation in respect of this application provides a detailed assessment of the merits of the application when considered against current planning policy and guidance, including consideration of the issues raised by the comments received from consultees and members of the public. This report is available to view online at: <http://www.cherwell.gov.uk/viewplanningapp>.



NOTICE OF DECISION

TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED)

NOTES TO THE APPLICANT

TIME LIMITS FOR APPLICATIONS

By virtue of Sections 91-96 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004, planning permissions are subject to time limits. If a condition imposing a time limit has been expressly included as part of the permission, then that condition must be observed. Otherwise, one or other of the following time limits will apply :

Where planning permission is given in outline subject to a condition reserving certain matters for subsequent approval, application for approval of such matters reserved must be made not later than the expiration of 3 years beginning with the date of the outline planning permission and further the development to which the permission relates must be begun not later than the expiration of 2 years from the final approval of the reserved matters or, in the case of approval on different dates, the final approval of the last reserved matters to be approved.

Where the planning permission is complete and is not in outline, the development must be begun not later than the expiration of 3 years from the date on which permission was granted.

OTHER NECESSARY CONSENTS

This document only conveys permission or approval for the proposed development under Part III of the Town and Country Planning Act 1990 and you must also comply with all the bye-laws, regulations and statutory provisions in force in the District and secure such other approvals and permissions as may be necessary under other parts of the Town and Country Planning Act 1990 or other legislation.

In particular you are reminded of the following matters :

- The need in appropriate cases to obtain approval under the Building Regulations. **The Building Regulations may be applicable to this proposal. You are therefore advised to contact the District Council's Building Control Manager before considering work on site.**
- Data supplied by the National Radiological Protection Board (NRPB) and the British Geological Survey (BGS) suggests that the site of this application falls within an area which is potentially at risk from radon. This may require protective measures in order to comply with the Building Regulations if your consent relates to a new dwelling or house extension. Further advice on whether protective measures are required under the Building Regulations can be obtained by contacting the Building Control Manager on 0300 0030 200 , fax 0300 0030 201 or E-mail at building.control@cherwellandsouthnorthants.gov.uk
- The need to obtain an appropriate Order if the proposal involves the stopping up or diversion of

a public footpath.

- The need to obtain a separate "Listed Building Consent" for the demolition, alteration or extension of any listed building of architectural or historic interest.
- The need to make any appropriate arrangements under the Highways Act in respect of any works within the limits of a public highway. The address of the Highway Authority is Oxfordshire County Council, Speedwell House, Speedwell Street, Oxford, OX1 1NE.
- It is the responsibility of the applicant to ascertain whether his/her development affects any public right of way, highway or listed building.

APPEALS TO THE SECRETARY OF STATE

If you are aggrieved by the decision of the Local Planning Authority to grant permission or approval subject to conditions, you can appeal to the First Secretary of State in accordance with Section 78(1) of the Town and Country Planning Act 1990.

If you wish to appeal then you must do so within six months of the date of this notice. Forms can be obtained from the **Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. Tel 0303 444 5000**. The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

The Secretary of State need not consider an appeal if it seems to him that permission or approval for the proposed development could not have been so granted otherwise than subject to the conditions imposed by the Local Planning Authority, having regard to the statutory requirements, to the provisions of the development order and to any directions given under the order.

In practice, the Secretary of State does not refuse to consider appeals solely because the Local Planning Authority based its decision on a direction given by him.

PURCHASE NOTICES

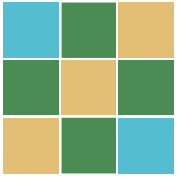
If either the Local Planning Authority or the First Secretary of State grants permission or approval for the development of land subject to conditions, the owner may claim that he/she can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.

In these circumstances the owner may serve a purchase notice on the District Council. This notice will require the Council to purchase his/her interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

COMPENSATION

In certain circumstances compensation may be claimed from the Local Planning Authority if permission is granted subject to conditions by the Secretary of State on appeal or on reference of the application to him.

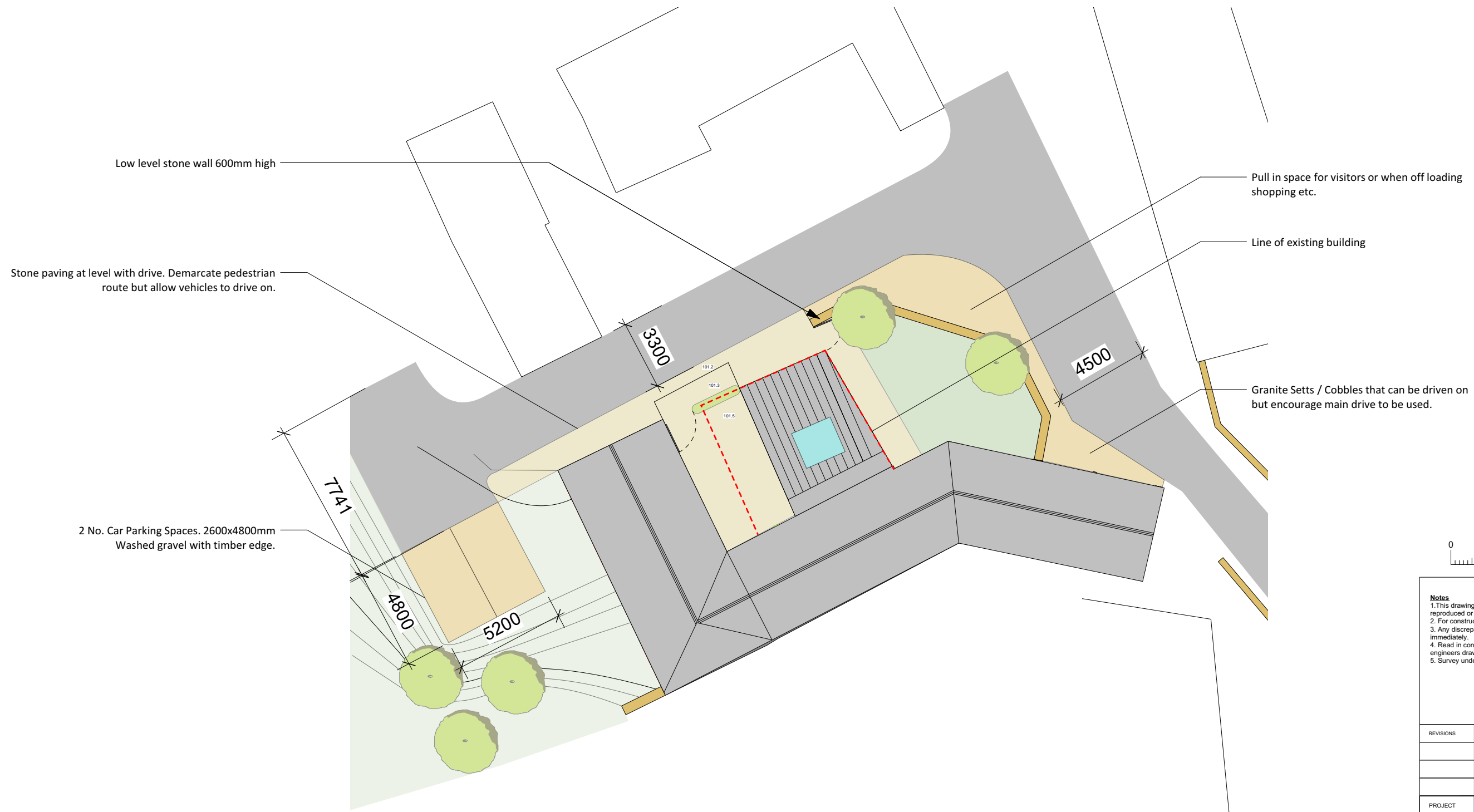
These circumstances are set out in the Town and Country Planning Act 1990 as amended by the Planning and Compensation Act 1991.



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Appendix B

Site Layout



Low level stone wall 600mm high

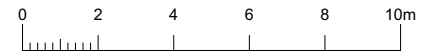
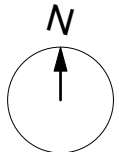
Stone paving at level with drive. Demarcate pedestrian route but allow vehicles to drive on.

2 No. Car Parking Spaces. 2600x4800mm
Washed gravel with timber edge.

Pull in space for visitors or when off loading shopping etc.

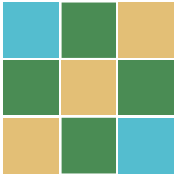
Line of existing building

Granite Setts / Cobbles that can be driven on but encourage main drive to be used.



- Notes**
1. This drawing remains copyright of Blake Architects Limited and may not be reproduced or copied without consent in writing.
 2. For construction use figured dimensions.
 3. Any discrepancies between site and drawings to be reported to the architect immediately.
 4. Read in conjunction with all relevant structural and mechanical & electrical engineers drawings.
 5. Survey undertaken by:

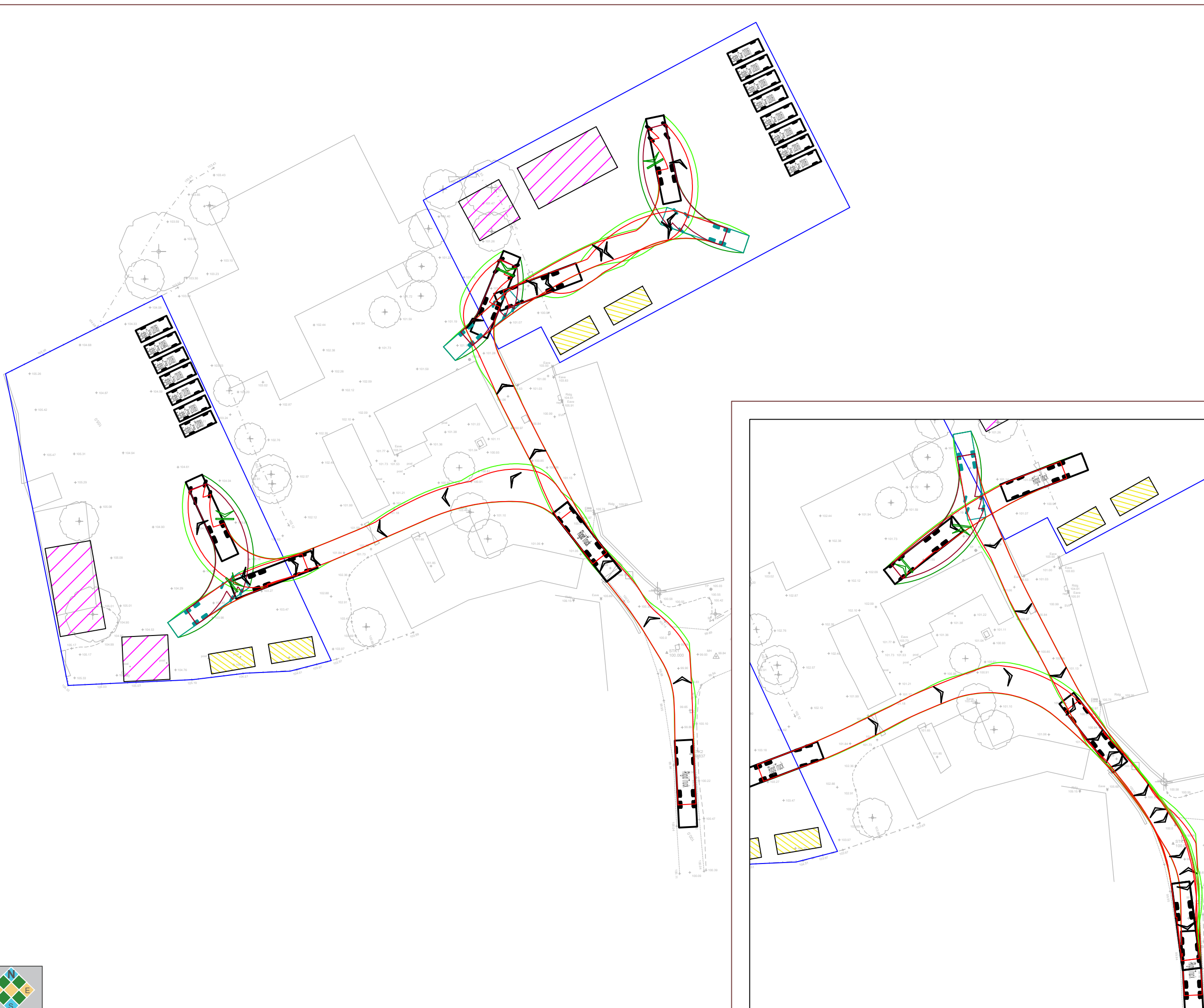
REVISIONS				
PROJECT	Crockwell Farm			
ADDRESS	Crockwell Barn, Crockwell House Far, Manor Road			
BLAKE ARCHITECTS	Blake Architects Limited 1 Coves Barn, Jackbarrow Rd, Winstone, Gloucestershire. GL7 7JS t) 01285 841407 [e] mail@blakearchitects.co.uk www.blakearchitects.co.uk			
TITLE	Proposed Site Plan			
DRAWING NUMBER	20.08.02.13			
STATUS	CONCEPT			
DRAWN	CHECKED	DATE	SCALE	REVISION
JN	JN	03.06.2020	1:200 @ A3	-






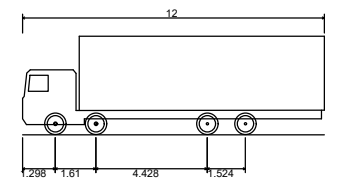
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Appendix C

Construction Plan



-  Indicative Construction Compound Areas
-  Indicative Welfare / Compound Facilities
-  Indicative Material Storage Areas



Rigid Truck
 Overall Length 12.000m
 Overall Width 2.500m
 Overall Body Height 3.928m
 Min Body Ground Clearance 0.412m
 Track Width 2.471m
 Lock to lock time 6.00s
 Kerb to Kerb Turning Radius 11.900m

Rev	Date	Details	Drawn by	Checked by



CLIENT:
March Projects

PROJECT:
**Crockwell House Farm,
 Great Bourton**

TITLE:
Construction Plan

STATUS:
PLANNING

SCALE @ A3:	DATE:	DRAWN:	CHECKED:	APPROVED:
1:500	08.06.20	BF	MG	MG

JOB NO:	DRAWING NO:	REVISION:
CTP-20-269	SP01	-





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