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Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



Tuesday, 28th March, 2023 at 6.00 pm

To members of the Climate, Biodiversity & Planning Committee - R Smith, A Prosser, T Ashby, J Aitman, L Duncan, V Gwatkin and P Hiles (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Gallery Room, The Corn Exchange, Witney** for the transaction of the business stated in the agenda below.

Admission to Meetings

All Council meetings are open to the public and press unless otherwise stated.

Numbers of the public will be limited, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Committees Clerk (derek.mackenzie@witney-tc.gov.uk) in advance.

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

Agenda

1. Apologies for Absence

To consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Committee Clerk derek.mackenzie@witney-tc.gov.uk **prior to the meeting**, stating the reason for absence.

Standing Order 309a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have informed the Proper Officer **before** the meeting that they are unable to attend.

2. Declarations of Interest

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. Public Participation

The meeting will adjourn for this item.

Members of the public may speak for a maximum of five minutes each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.

4. **Minutes** (Pages 5 - 26)

a) To adopt and sign as correct the minutes of the committee meetings held on 24 January, 14 February and 7 March 2023.

b) Matters arising from the minutes of 24 January, 14 February and 7 March 2023.

5. **Planning Applications** (Pages 27 - 30)

To receive and consider a schedule of Planning Applications from West Oxfordshire District Council.

Also, to consider as a neighbouring parish, application 23/00179/FUL. The construction and operation of an anaerobic digestion facility, ancillary infrastructure and the construction of a new access road and access from South Leigh Road. Land South East Of B4022 Oxford Road Witney Oxfordshire.

<https://publicaccess.westoxon.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=ROY4I2RKIF200>

6. **Planning Decisions** (Pages 31 - 36)

To receive and consider a schedule of planning decisions from West Oxfordshire District Council.

Members are advised that following a software issue the attached list includes earlier decisions already reported. This issue has now been resolved and future editions of this report will include newly available decisions only.

7. **WODC - Planning Validation Checklist**

At an earlier meeting of this committee Members discussed West Oxfordshire District Council plans to include a biodiversity checklist for planning applications. The new checklist now forms part of the planning application validation process, applicants must submit a completed form alongside planning application documents. The forms (and a guide to completing them) are now available on the West Oxfordshire District Council website.

Full Applications:

<https://www.westoxon.gov.uk/media/xrna21ts/biodiversity-self-assessment-form-full-feb-2023.pdf>
<https://www.westoxon.gov.uk/media/p14bgppl/guidance-for-biodiversity-self-assessment-full-feb-2023.pdf>

Householder Applications:

<https://www.westoxon.gov.uk/media/pmmgnrhh/biodiversity-self-assessment-form-householder-feb-2023.pdf>
<https://www.westoxon.gov.uk/media/ouxnkkub/guidance-for-biodiversity-self-assessment-householder-feb-2023.pdf>

8. **Notification of Planning Appeal - 118C Quarry Road** (Pages 37 - 38)

To receive notice of Planning Appeal APP/D3125/W/22/3309162 for 118C Quarry Road, Witney.

9. **Notification of Planning Appeal - Land South West of Downs Road, Curbridge Business Park, Witney** (Pages 39 - 40)

To receive notice of Planning Appeal APP/D3125/W/22/3307358 for Land South West of Downs Road, Curbridge Business Park, Witney.

10. **Application for a Premises Licence - 355C Thorney Leys, Witney** (Pages 41 - 62)

To consider an application for a Premises Licence under the Licensing Act 2003.

11. **Application for a Premises Licence - 91 Corn Street, Witney** (Pages 63 - 90)

To consider an application for a Premises Licence under the Licensing Act 2003.

12. **Address Management - Road at Glenmore Business Centre, Witney** (Pages 91 - 96)

To receive and consider a road naming request at Glenmore Business Centre.

13. **Management of Watercourse - Snipe Meadow** (Pages 97 - 100)

To receive the report of the Park Ranger/Biodiversity Officer.

14. **Open Spaces Strategy** (Pages 101 - 110)

To receive and consider the report of the Park Ranger/Biodiversity Officer.

15. **Treescape Report** (Pages 111 - 182)

To receive and consider the report of the Park Ranger/Biodiversity Officer.

16. **Swift Bricks** (Pages 183 - 184)

To note the response from West Oxfordshire District Council following resolution on this issue at the meeting held on 24 January 2023, minute no. P56 refers.

17. **WODC - Electric Vehicle (EV) Car Club Scheme at Woodford Way**

To note that Enterprise are willing to provide one EV for a trial period of 6 months and at no cost to the District Council, and it will be stationed at one of the EV charging points (EVCPs).

WODC views this as an excellent opportunity to encourage greener travel at an affordable price for residents, and to learn how to increase EV car clubs across the district. As the EVCPs are being under-utilised in this car park, EZ-Charge (EVCP operator) welcomes the car club.

Members are asked for any feedback on the scheme.



Town Clerk

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**CLIMATE, BIODIVERSITY & PLANNING COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Tuesday, 24 January 2023

At 6.00 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor R Smith (Chair)

Councillors:	A Prosser	V Gwatkin
	T Ashby	P Hiles
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Claire Green	Administration Support - Planning & Stronger Communities
Others:	2 members of the public.	

P45 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors L Duncan and J Aitman.

P46 DECLARATIONS OF INTEREST

Councillor P Hiles declared a non-pecuniary interest in application 22/03354/FUL by virtue of knowing the applicant.

P47 PUBLIC PARTICIPATION

The Committee adjourned for this item.

The committee received representations from Hannah Bourne-Taylor a resident of Enstone and petitioner for the installation of Swift Bricks in properties to help red listed birds. Agenda Item 12.

Further representation was made by a resident of Church Green, Witney concerning planning application 22/03354/FUL to be discussed at part of Agenda Item 5.

The members asked each participants questions after which both members of the public left the meeting.

The Committee reconvened.

P48 **MINUTES**

The minutes of the Climate, Biodiversity & Planning Committee meetings held on 15 November, 6 December 2022, and 3 January 2023 were received.

Resolved:

That, the minutes of the Climate, Biodiversity & Planning Committee meetings held on 15 November, 6 December 2022, and 3 January 2023 be approved as a correct record of the meeting and be signed by the Chair.

P49 **PLANNING APPLICATIONS**

The Committee received and considered a schedule of planning applications from West Oxfordshire District Council.

Resolved:

That the comments, as per the attached schedule, be forwarded to West Oxfordshire District Council.

P50 **PLANNING DECISIONS**

The Committee received and considered a schedule of planning decisions received from West Oxfordshire District Council (WODC)

Resolved:

That, the list circulated advising of District Council planning decisions be noted.

P51 **PLANNING APPEAL DECISION NOTIFICATION - 13 WILLOWBANK, WITNEY**

The Committee received notice of planning appeal APP/D3125/W/22/3299642 – 13 Willowbank, Witney.

Resolved:

That, the planning appeal decision be noted.

P52 **PLANNING APPEAL DECISION NOTIFICATION - LAND AT WITNEY ROAD, DUCKLINGTON, OXFORDSHIRE**

The Committee received notice of planning appeal APP/D3125/W/3297487 – Land at Witney Road, Ducklington.

Resolved:

That, the planning appeal decision be noted.

P53 **WEST OXFORDSHIRE DISTRICT COUNCIL VALIDATION FOR PLANNING APPLICATIONS**

The Committee received the correspondence of the West Oxfordshire Council Planning Team regarding new planning application validation checklists.

Members were pleased in particular to see improvements to Biodiversity and Climate Sustainability, including flood risk. Officers hoped to have a copy of the new checklist at the next Climate, Biodiversity and Planning meeting due on 14 February 2023.

Resolved:

That, the correspondence be noted.

P54 **NOTICE OF DEFINITIVE MAP NOTICE OF LANDOWNER DEPOSIT**

The Committee received and considered the correspondence deferred from the meeting of Full Council on 10th October 2022 concerning land adjacent to Cogges Priory at Langel Common.

Members discussed that there were several paths that were walked regularly by the public on this area of land which have gone unchallenged for a number of years. Access to the land was not restricted, in part, due to the poor maintenance of the fencing around the land but cost permitting, an application to retain these paths should be made.

Members agreed to delegate to the Deputy Town Clerk to contact West Oxfordshire District Council (WODC) to scope out if an application for Village Green status would be beneficial.

Resolved:

1. That, the correspondence be noted and,
2. That, a Definitive Map Modification Order be considered for the paths and,
3. That, the Deputy Town Clerk writes to WODC to enquire about village green status.

P55 **LICENSING APPLICATION CONSULTATION - W/22/01158/PAVLIC - THE CORN EXCHANGE, MARKET SQUARE**

The Committee received the application by The Corn Exchange, Market Square for a renewal of their pavement licence.

Resolved:

That, the Council makes no comment on this application.

P56 **A PETITION TO GOVERNMENT TO PROTECT THE SWIFT POPULATION**

The Committee heard from a member of the public during public participation and received a handout with information explaining the benefits of Swift Bricks and a petition she had created.

Members discussed the issue and one member noted there was a population of swifts in Corn Street some years ago and it would be good to see them return.

The Committee heard the issue had been discussed at the District Council earlier in the month and agreed that if they created a planning condition it would make it easier to include in future planning responses the Committee make. Members decided that the Council should write to District Council supporting the case for Swift Bricks so an informed decision on how to proceed could be made.

The Chair advised that this delay did not stop members individually supporting and sharing details of the petition.

Members asked that officers review the Town Council's buildings for the viability of installing Swift bricks or boxes.

Resolved:

1. That, officers write to WODC and request an update on inclusion of Swift Bricks and,
2. That, any decision is deferred until response from WODC received and,
3. That, the Council asks WODC that consideration of Swift Bricks is added to the biodiversity checklist and,
4. That, members are welcome to support and share the petition individually and,
5. That, the Operations Manager and Ranger assess council properties for the viability of installation of Swift Box/Bricks.

The meeting closed at: 7.55 pm

Chair

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49- 5	WTC/011/23	Plot Ref :-22/03468/LBC	Type :-	LISTED BUI
	Applicant Name :- .		Date Received :-	11/01/23
	Location :- WITNEY HOUSE 17 WEST END WEST END		Date Returned :-	25/01/23
	Proposal :	Internal and external alterations to carry out refurbishment works to first floor bedroom, bathroom and landing windows together with associated stone work repair.		
	Observations :	Witney Town Council has no objections regarding this application.		
49- 6	WTC/012/23	Plot Ref :-22/03510/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	11/01/23
	Location :- 34 SCHOFIELD AVENUE SCHOFIELD AVENUE		Date Returned :-	25/01/23
	Proposal :	Erection of a two storey rear extension.		
	Observations :	While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.		
49- 7	WTC/013/23	Plot Ref :-22/03516/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	11/01/23
	Location :- PRIORY HOUSE CHURCH LANE		Date Returned :-	25/01/23
	Proposal :	Erection of single storey side extension.		
	Observations :	Witney Town Council have no objections to the principle of this development. Given the historic importance of this site, and the surrounding area, on this occasion Witney Town Council defer to the LPA technical consultees and heritage experts.		
49- 8	WTC/014/23	Plot Ref :-22/03517/LBC	Type :-	LISTED BUI
	Applicant Name :- .		Date Received :-	11/01/23
	Location :- PRIORY HOUSE CHURCH LANE		Date Returned :-	25/01/23
	Proposal :	Internal and external alterations to include erection of single storey side extension and secondary glazing to windows.		
	Observations :	Witney Town Council have no objections to the principle of this development. Given the historic importance of this site, and the surrounding area, on this occasion Witney Town Council defer to the LPA technical consultees and heritage experts.		

Observations : Witney Town Council continue to support this application for a live music venue for the town, and have no objection to this application.

The Meeting closed at : 7:50pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

**CLIMATE, BIODIVERSITY & PLANNING COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Tuesday, 14 February 2023

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor A Prosser (Chair)

Councillors:	T Ashby L Duncan	P Hiles
Officers:	Derek Mackenzie Claire Green	Senior Administrative Officer & Committee Clerk Administration Support - Planning & Stronger Communities
Others:	None.	

P106 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor R Smith.

P107 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

P108 PUBLIC PARTICIPATION

There was no public participation.

P109 PLANNING APPLICATIONS

The Committee received and considered a schedule of planning applications from West Oxfordshire District Council.

Resolved:

That, the comments, as per the attached schedule, be forwarded to West Oxfordshire District Council

P110 BRIZE NORTON AIRSPACE CHANGE PROPOSAL

The Committee received the correspondence from Brize Norton's Air Change Proposal Team (BZN ACP) regarding proposed changes to the airspace, part of which covered Witney.

Members discussed the Draft Design Principles and agreed to take up the offer from Brize Norton ACP Team to have a face-to-face meeting to fully understand the principle effects of the proposal and to ask questions.

The closing date for responses was 30 April 2023 so time allowed for a request to be made for BZN ACP to attend either the 7 or 28 March 2023 meeting of the committee.

Resolved:

1. That, the correspondence is noted and,
2. That, a representative of Brize Norton ACP be invited to attend either the 7 or 28 March 2023 meeting of the Committee.

The meeting closed at: 6.53 pm

Chair

Planning Minutes - 14th February 2023

109- 1	WTC/020/23	Plot Ref :-23/00018/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-		Date Received :-	23/01/2023
	Location :-	33 BLENHEIM DRIVE BLENHEIM DRIVE	Date Returned :-	15/02/2023
	Proposal :	Erection of single storey side and rear extensions.		
	Observations :	While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.		

109- 2	WTC/021/23	Plot Ref :-23/00050/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-		Date Received :-	23/01/2023
	Location :-	DOLPHIN HOUSE, 4 WOODGREEN WOODGREEN	Date Returned :-	15/02/2023
	Proposal :	Proposed single storey front extension and garage conversion.		
	Observations :	Witney Town Council has no objections regarding this application.		

109- 3	WTC/022/23	Plot Ref :-20/02654/OUT	Type :-	OUTLINE
	Applicant Name :-		Date Received :-	23/01/2023
	Location :-	LAND SOUTH EAST OF OXFORD HILL OXFORD HILL	Date Returned :-	15/02/2023
	Proposal :	Outline planning application (with all matters reserved except access) for the erection of up to 450 dwellings together with associated open space and green infrastructure (Amended).		
	Observations :	Witney Town Council have reviewed the latest documents for this proposed development and acknowledge the amendments, including revisions to building heights and Biodiversity Net Gain. Further to previous consultee comments from this Council, we make the following additional observations:		
		Members note the increase in Biodiversity Net Gain, however, a more ambitious approach is encouraged for this site, where there is much opportunity.		
		Members discussed the importance and value of many mature trees on the site. It is the opinion of the Climate, Biodiversity & Planning Committee that these trees are irreplaceable. Members request that should consent be granted, a suitable planning condition is included to ensure that these trees are given adequate root protection during and after construction, and that root protection areas are identified on site by physical barriers for the duration of construction works.		
		Although already raised in previous comments, Witney Town Council wishes to express the importance of a commitment from Thames Water ahead of any		

consent being granted. The Town Council has little confidence in the capacity provided by the local water and sewerage company, and ask for reassurances that drainage and sewerage infrastructure for Witney as a whole will be able to absorb the increased capacity required from this proposed major development.

Members ask that as far as possible, the developer puts in place the pedestrian and cycle path connections in the earliest phase of development, rather than on its completion.

Finally, Members wanted to reiterate their disappointment in the loss of the Community Hub and ask that all options for this continue to be explored.

109- 4	WTC/023/23	Plot Ref :-23/00036/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	23/01/2023
	Location :- 24 MARKET SQUARE MARKET SQUARE		Date Returned :-	15/02/2023
	Proposal :	Installation of one new CCTV camera.		
	Observations :	Witney Town Council has no objections regarding this application.		

109- 5	WTC/024/23	Plot Ref :-23/00037/LBC	Type :-	LISTED BUI
	Applicant Name :- .		Date Received :-	23/01/2023
	Location :- 24 MARKET SQUARE MARKET SQUARE		Date Returned :-	15/02/2023
	Proposal :	External alterations to install one new CCTV camera.		
	Observations :	Witney Town Council has no objections regarding this application.		

109- 6	WTC/025/23	Plot Ref :-23/00090/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	01/02/2023
	Location :- 3 HORNE LANE HORNE LANE		Date Returned :-	15/02/2023
	Proposal :	Conversion of part of existing garage to create a home office.		
	Observations :	Witney Town Council has no objections regarding this application.		

109- 7	WTC/026/23	Plot Ref :-23/00102/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	01/02/2023
	Location :- 61 NEWLAND MILL NEWLAND MILL		Date Returned :-	15/02/2023
	Proposal :	Alterations to include erection of two storey and first floor front and first floor rear extensions.		
	Observations :	While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.		

Proposal : Change of use to hot food takeaway (retrospective) Subdivision of retail unit to create two separate retail units and associated works to include installation of mezzanine floor and insertion of roof lights to unit 2, along with the erection of fencing and addition new external doors.

Observations : Witney Town Council acknowledge the extra information submitted by the applicant, but note the comments from Environmental Services. The Council is not able to make further comment on this proposal while ERS do not have sufficient information to assess the proposal and it's potential impacts.

Proposal : Internal and external alterations to demolish rear outbuilding and the erection of a dwelling.

Observations : Witney Town Council has no objections regarding this application.

Proposal : Demolition of rear outbuilding. Erection of a dwelling.

Observations : Witney Town Council has no objections regarding this application.

Proposal : Erection of combined heat and power unit (CHP) and ancillary infrastructure.

Observations : Witney Town Council welcome this proposal from Abbott Diabetes and support this application.

On behalf of :- Witney Town Council

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**CLIMATE, BIODIVERSITY & PLANNING COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Tuesday, 7 March 2023

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor R Smith (Chair)

Councillors:	A Prosser	L Duncan
	T Ashby	V Gwatkin
	J Aitman	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Claire Green	Administration Support - Planning & Stronger Communities
Others:	no members of the public.	

P122 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor P Hiles.

P123 DECLARATIONS OF INTEREST

Councillor R Smith declared a non-pecuniary interest in application 23/00103/LBC by virtue of knowing the applicant.

Councillor T Ashby declared that he had made an objection comment in respect of application 23/00286/FUL as a Member of the public rather than as a Councillor.

P124 PUBLIC PARTICIPATION

There was no public participation.

P125 PLANNING APPLICATIONS

The Committee received and considered a schedule of planning applications from West Oxfordshire District Council.

Resolved:

That, the comments, as per the attached schedule, be forwarded to West Oxfordshire District Council

P126 WITNEY TRAFFIC ADVISORY MINUTES

The Committee received the minutes of the Witney Traffic Advisory Committee held on 10 January 2023.

The Deputy Town Clerk gave an update on minute item T14 to advise that information had been gathered from Thames Valley Police by officers in respect of the potential commencement of a Speedwatch scheme to support the lower speed limits across the town. He encouraged members to provide any comments on such a scheme for inclusion in his report to be presented at the next meeting of the Traffic Advisory Committee on 21 March 2023.

Resolved:

1. That, the minutes of the Witney Traffic Advisory Committee held 10 January 2023 be noted.
2. That, the verbal update of the Deputy Town Clerk be noted.

Councillor T Ashby left the meeting at 6.48pm following Planning Application 23/00029/FUL

P127 WITNEY AIR QUALITY ACTION PLAN STEERING GROUP

The committee received a verbal report from Councillor L Duncan in respect of her attendance at the meeting of the District Council's Witney Air Quality Action Plan Steering Group.

She attended along with Councillor A Prosser, the meeting was well attended and covered various subjects such as pilot schemes for car sharing, modelling for the removal of HGV's from Bridge Street. The meeting was used for factfinding from the many organisations represented and was evident that there is a significant amount of cross over between the work that these organisations carry out.

Resolved :

That, the verbal report be noted.

P128 FLOOD MITIGATION & RIPARIAN OWNERSHIP

The Committee received and considered the report of the Deputy Town Clerk concerning the County Council's preferred process in dealing with waterway blockages which are the responsibility of riparian owners.

There was concern from Members that if the town council became involved with this process, there was intimated liability on an issue in which it had no remit or statutory duty. The Local Flood Authority (LFA), Oxfordshire County Council was responsible for ensuring these issues were concluded satisfactorily and blockages were removed before flooding occurred. There was, however, recognition the town council was in a position to help concerned residents by reporting any blockages to the LFA directly if informed and chase up actions to resolve them. There were suggestions on how best to advertise this process and gather riparian landowner details from a local action group.

Recommended:

1. That, the report be noted and,

2. That, Witney Town Council supports local residents with waterway blockage concerns by forwarding the matter to Oxfordshire County Council (as the LFA) with riparian owner details if available.

P129 **NOTICE OF DEFINITIVE MAP NOTICE OF LANDOWNER DEPOSIT**

The Committee received and considered the correspondence received from West Oxfordshire District Council in respect of a resolution made by the committee on this matter at the meeting held on 24th January 2023, minutes no.P54 refers.

Members discussed their concerns following the application made by The Oxford Diocesan Board of Finance. These included the potential limiting of access to the land, the maintenance of the fence bordering the site and the impact on the work of the Wychwood Forest Trust.

Resolved:

1. That, the correspondence be noted and,
2. That, officers request the thoughts of Wychwood Forest Trust prior to writing to The Diocesan to advise of the committees concerns and request an explanation as to the reason for the submission of the application.

The meeting closed at: 7.20 pm

Chair

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Observations : Witney Town Council has no objections regarding this application.

125- 5	WTC/035/23	Plot Ref :-23/00275/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	14/02/2023
	Location :- 19 TOWER HILL TOWER HILL		Date Returned :-	08/03/2023
	Proposal :	Single storey rear and side extension		
	Observations :	While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.		

125- 6	WTC/036/23	Plot Ref :-23/00041/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	14/02/2023
	Location :- 18 PAINSWICK CLOSE PAINSWICK CLOSE		Date Returned :-	08/03/2023
	Proposal :	Conversion of garage into a kitchen including adding a window to the rear of the house.		
	Observations :	Witney Town Council has no objections regarding this application.		

125- 7	WTC/037/23	Plot Ref :-23/00198/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-		Date Received :-	27/02/2023
	Location :-	52 BURFORD ROAD BURFORD ROAD	Date Returned :-	08/03/2023
	Proposal :	Proposed two storey rear extension, alterations to existing windows and doors, rendering of existing house, detached garage addition and enlargement of driveway.		
	Observations :	While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.		

125- 8 WTC/038/23 Plot Ref :-23/00246/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 27/02/2023
Location :- 238 COLWELL DRIVE Date Returned :- 08/03/2023
COLWELL DRIVE
Proposal : Demolition of garage. Erection of single storey rear and side extensions.
Observations : Witney Town Council has no objections regarding this application.

125- 9 WTC/039/23 Plot Ref :-23/00286/FUL Type :- FULL
Applicant Name :- . Date Received :- 27/02/2023
Location :- 90 RALEGH CRESCENT Date Returned :- 08/03/2023
RALEGH CRESCENT
Proposal : Retrospective planning application for the flexible use of part of the dwelling as a gym/personal training space and residential accommodation in association with the main dwelling.
Observations : Witney Town Council object to this application. The scale of the operation is inappropriate in this residential area. The associated issues of noise disturbance, light disturbance, excessive vehicle movements and parking are detrimental to residents of neighbouring properties. Policy OS2 requires that development should be compatible with adjoining uses and not have a harmful impact on the amenity of existing occupants. Further, Policy OS4 requires that development not harm the use or enjoyment of land and buildings nearby including living conditions in residential properties.

125- 10 WTC/040/23 Plot Ref :-23/00237/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 27/02/2023
Location :- 8 MARKET SQUARE Date Returned :- 08/03/2023
MARKET SQUARE
Proposal : Variation of condition 3 of permission 22/02411/FUL in order to extend the opening hours restrictions.
Observations : Witney Town Council object to this application for variation of Condition 3 of permission 22/02411/FUL to extend the opening hours. Whilst the consultee comments from ERS are creative they don't alleviate noise and disturbance issues for nearby residential properties. Members are concerned that it is too soon since the premises first opened for the impacts to have been measured, and that the development become better established before extended opening hours be given consideration.

125- 11 WTC/041/23 Plot Ref :-22/03516/HHD Type :- AMENDED
Applicant Name :- . Date Received :- 27/02/2023
Location :- PRIORY HOUSE Date Returned :- 08/03/2023
CHURCH LANE
Proposal : Secondary glazing to all windows and replacement of 4 windows on north-eastern elevation (amended plans and amended description).
Observations : Witney Town Council has no objections regarding this application.

125- 12 WTC/042/23 Plot Ref :-22/03517/LBC Type :- AMENDED
Applicant Name :- . Date Received :- 27/02/2023
Location :- PRIORY HOUSE Date Returned :- 08/03/2023
CHURCH LANE
Proposal : Secondary glazing to all windows and replacement of 4 windows on north-eastern elevation (amended plans and amended description).
Observations : Witney Town Council has no objections regarding this application.

125- 13 WTC/043/23 Plot Ref :-23/00029/FUL Type :- AMENDED
Applicant Name :- . Date Received :- 27/02/2023
Location :- THE ANNEXE, 124 CORN STREET Date Returned :- 08/03/2023
CORN STREET
Proposal : Change of use from an existing self-contained annexe to a separate dwelling with associated works.
Observations : Witney Town Council withdraw the earlier objection comments for this application 23/00029/FUL. Members thank the applicant for the additional information provided by the Planning Statement - Members have no objection to a separate dwelling with associated works. In order to provide for reasonable private outdoor space Members prefer that a separate garden area be marked out for 'The Annexe'.

125- 14 WTC/044/23 Plot Ref :-23/00307/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 27/02/2023
Location :- 38 WINFIELD DRIVE Date Returned :- 08/03/2023
WINFIELD DRIVE
Proposal : Erection of a single storey rear extension.
Observations : While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

125- 15 WTC/045/23 Plot Ref :-23/00064/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 28/02/2023
Location :- 3 BRIDGE STREET Date Returned :- 08/03/2023
BRIDGE STREET
Proposal : Erection of an externally lit hanging sign.
Observations : Witney Town Council has no objections regarding this application.

The Meeting closed at : 7:15pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

5

-
- 5.1 **WTC/046/23** Plot Ref :- 23/00330/LBC Type :- LISTED BUI
 Applicant Name :- . Date Received :- 06/03/2023
 Parish :- NORTH Date Returned :-
 Location :- 35 - 37 WOODGREEN Agent
 WOODGREEN
 Proposals :- Replacement of single glazed wooden rear window.
 Observations :-
-
- 5.2 **WTC/047/23** Plot Ref :- 23/00344/FUL Type :- FULL
 Applicant Name :- . Date Received :- 06/03/2023
 Parish :- CENTRAL Date Returned :-
 Location :- 70 HIGH STREET Agent
 HIGH STREET
 Proposals :- Replacement of two first floor windows in front elevation.
 Observations :-
-
- 5.3 **WTC/048/23** Plot Ref :- 23/00290/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 06/03/2023
 Parish :- CENTRAL Date Returned :-
 Location :- 71 BURFORD ROAD Agent
 BURFORD ROAD
 Proposals :- Erection of garden office.
 Observations :-
-
- 5.4 **WTC/049/23** Plot Ref :- 23/00340/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 06/03/2023
 Parish :- WEST Date Returned :-
 Location :- 34 TOWNSEND ROAD Agent
 TOWNSEND ROAD
 Proposals :- Conversion of existing integral garage into a second reception
 room.
 Observations :-
-
- 5.5 **WTC/050/23** Plot Ref :- 23/00280/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 06/03/2023
 Parish :- CENTRAL Date Returned :-
 Location :- 107 BURFORD ROAD Agent
 BURFORD ROAD

Proposals :- Erection of a two storey side and replacement single storey rear extension with roof mounted solar panels. Construction of a linked garage to replace existing carport.

Observations :-

5 . 6 **WTC/051/23** Plot Ref :- 23/00360/HHD Type :- HOUSEHOL

Applicant Name :- . Date Received :- 06/03/2023

Parish :- WEST Date Returned :-

Location :- 104 BARRINGTON Agent
CLOSE
BARRINGTON CLOSE

Proposals :- Remove existing conservatory, proposed two storey pitched roof rear extension.

Observations :-

5 . 7 **WTC/052/23** Plot Ref :- 23/00451/HHD Type :- HOUSEHOL

Applicant Name :- . Date Received :- 06/03/2023

Parish :- NORTH Date Returned :-

Location :- 180 FARMERS CLOSE Agent
FARMERS CLOSE

Proposals :- Proposed first floor extension and two storey side extension. Internal layout modifications.

Observations :-

5 . 8 **WTC/053/23** Plot Ref :- 23/00471/HHD Type :- HOUSEHOL

Applicant Name :- . Date Received :- 20/03/2023

Parish :- WEST Date Returned :-

Location :- 7 SPRING MEADOW Agent
SPRING MEADOW
WITNEY

Proposals :- Single storey rear extension.

Observations :-

5 . 9 **WTC/054/23** Plot Ref :- 23/00469/FUL Type :- FULL

Applicant Name :- . Date Received :- 20/03/2023

Parish :- WEST Date Returned :-

Location :- ABBOTT DIABETES Agent
CARE
RANGE ROAD
WITNEY

Proposals :- Demolition of existing single storey element and erection of extensions to two existing buildings together with associated infrastructure.

Observations :-

5 . 10	WTC/055/23	Plot Ref :- 23/00610/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 20/03/2023	
	Parish :- NORTH	Date Returned :-	
	Location :- 74 WEST END	Agent	
	WEST END		
	WITNEY		
	Proposals :-	Refurbishment works to include the installation of three roof lights in existing rear roof slope.	
	Observations :-		
5 . 11	WTC/056/23	Plot Ref :- 23/00611/LBC	Type :- LISTED BUI
	Applicant Name :- .	Date Received :- 20/03/2023	
	Parish :- NORTH	Date Returned :-	
	Location :- 74 WEST END	Agent	
	WEST END		
	WITNEY		
	Proposals :-	Internal and external alterations to refurbish the existing house, including the installation of three roof lights in existing rear roof slope, removal of existing chimney from single storey rear extension together with internal changes to reinstate open fireplace.	
	Observations :-		
5 . 12	WTC/057/23	Plot Ref :- 23/00634/S73	Type :- VARIATION
	Applicant Name :- .	Date Received :- 20/03/2023	
	Parish :- SOUTH	Date Returned :-	
	Location :- 1 ST MARYS COURT	Agent	
	ST MARYS COURT		
	WITNEY		
	Proposals :-	Variation of condition 2 of permission 21/02628/FUL to allow amendments to the balconies and their roofs and to raise the floor level by 300mm from existing building.	
	Observations :-		
5 . 13	WTC/058/23	Plot Ref :- 23/00689/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 21/03/2023	
	Parish :- EAST	Date Returned :-	
	Location :- 111 MANOR ROAD	Agent	
	MANOR ROAD		
	Proposals :-	Two storey side and single storey rear extension with associated alterations.	
	Observations :-		

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' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

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GRANTED PLANNING PERMISSIONS

E WTC/001/23	Approved	43 BURFORD ROAD
E WTC/002/23	Approved	21 STANTON HARCOURT ROAD
E WTC/003/23	Approved	2 SCHOFIELD AVENUE
E WTC/004/23	Approved	30 TOWNSEND ROAD
E WTC/005/23	Approved	2 STANWAY CLOSE
E WTC/006/23	Approved	25 WOODFORD MILL
C WTC/010/23	Approved	15 WESTFIELD ROAD
District COMMENT Officers note the Town Councils comments regarding the proposal to widen the access setting a precedent, however officers are of the opinion that the widening of the access and provision of a new parking space is not considered to have a detrimental visual impact in the street scene due to the residential context of the site and character of the area. As such, the application is considered to be acceptable in visual amenity terms.		Local COMMENT Witney Town Council object to the widening of the dropped kerb - specifically the resulting removal of the double grass verge and loss of green space. Members acknowledge that the grass verge has been lost in other places on Westfield Road but the cumulative effect of this type of development is detrimental to the street scene. Members have no objection to the principle of a single-storey rear extension at this location.
E WTC/011/23	Approved	WITNEY HOUSE
E WTC/015/23	Approved	26 WOODFORD MILL
E WTC/016/23	Approved	WITNEY SERVICE STATION
E WTC/018/23	Approved with Conditions	UNIT 21
E WTC/020/23	Approved	33 BLENHEIM DRIVE
E WTC/021/23	Approved	DOLPHIN HOUSE, 4 WOODGREEN
E WTC/023/23	Approved	24 MARKET SQUARE
E WTC/024/23	Approved	24 MARKET SQUARE
E WTC/025/23	Approved	3 HORNE LANE
E WTC/026/23	Approved	61 NEWLAND MILL
E WTC/028/23	Approved	79A HIGH STREET

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6

Tue 28 March 2023

District Ref

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' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

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GRANTED PLANNING PERMISSIONS

E WTC/029/23	Approved	79A HIGH STREET
E WTC/034/23	Approved	58 HERON DRIVE
E WTC/038/23	Approved	238 COLWELL DRIVE
C WTC/053/22 District COMMENT	Approved	THE GRIFFIN INN Local COMMENT While Witney Town Council support the business case of The Griffin Inn, Members note the Conservation Officer response. If the applicant is able to address these concerns, a revised application would be welcomed and Witney Town Council support and encourage the improvement of services and facilities at the premises.
C WTC/054/22 District COMMENT	Approved	THE GRIFFIN INN Local COMMENT While Witney Town Council support the business case of The Griffin Inn, Members note the Conservation Officer response. If the applicant is able to address these concerns, a revised application would be welcomed and Witney Town Council support and encourage the improvement of services and facilities at the premises.
E WTC/063/22	Approved	T ROBINS BUILDING
WTC/098/22	Approved	92 CORN STREET
E WTC/105/22	Approved	ABBOTT DIABETES CARE
E WTC/106/22	Approved	52 BURFORD ROAD
E WTC/107/22	Approved	35 - 37 WOODGREEN
E WTC/108/22	Approved	24 MARKET SQUARE
E WTC/110/22	Approved	UNITS A,B,C & 13
E WTC/111/22	Approved	77 HIGH STREET
E WTC/116/22	Approved	30 HOLLOWAY ROAD
E WTC/117/22	Approved	36 RALEGH CRESCENT
E WTC/118/22	Approved	47 RALEGH CRESCENT
E WTC/119/22	Approved	92 CORN STREET

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council**Minute Ref 6****Tue 28 March 2023****District Ref**

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GRANTED PLANNING PERMISSIONS

E WTC/121/22	Approved	4 CHESTNUT CLOSE
E WTC/122/22	Approved	10 MOOR AVENUE
E WTC/125/22	Approved	1 WESLEY WALK
E WTC/126/22	Approved	155 BURWELL DRIVE
E WTC/129/22	Approved	10 - 12 HIGH STREET
E WTC/130/22	Approved	10 - 12 HIGH STREET
E WTC/131/22	Approved	25B THE SPRINGS
E WTC/132/22	Approved	3 TUNGSTEN PARK
E WTC/133/22	Approved	16 EARLY ROAD
E WTC/135/22	Approved	UNIT 1A
E WTC/136/22	Approved	187 QUEEN EMMAS DYKE
E WTC/137/22	Approved	GROUND FLOOR UNIT
E WTC/138/22	Approved	6 THE OLD COACHYARD
E WTC/139/22	Approved	4 CHURCH LANE
E WTC/140/22	Approved	13 CHURCH VIEW
E WTC/141/22	Approved	8 MARKET SQUARE
E WTC/143/22	Approved	49 NEWLAND
E WTC/144/22	Approved	BEEKEEPERS
E WTC/145/22	Approved	NEWLAND INDUSTRIAL ESTATE
E WTC/146/22	Approved	18A CHURCH GREEN
E WTC/147/22	Approved	18A CHURCH GREEN

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

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GRANTED PLANNING PERMISSIONS

E WTC/148/22	Approved	84 BURWELL MEADOW
E WTC/150/22	Approved	9 HAZEL CLOSE
E WTC/151/22	Approved	ELIM PENTECOSTAL CHURCH
E WTC/152/22	Approved	17 CURBRIDGE ROAD
E WTC/156/22	Approved with Conditions	NEWLAND INDUSTRIAL ESTATE
E WTC/157/22	Approved	174 MANOR ROAD
E WTC/158/22	Approved	93 WATERFORD ROAD
E WTC/159/22	Approved	1 FRENCH CLOSE
E WTC/161/22	Approved	WITNEY SERVICES
E WTC/162/22	Approved	4 WITAN PARK INDUSTRIAL ESTATE
E WTC/165/22	Approved	11 BROADWAY CLOSE

REFUSED PLANNING PERMISSIONS

C WTC/007/23	Refused	38 WINFIELD DRIVE
District COMMENT 1. The proposed loft conversion by reason of its scale, siting, design and form would be transformative and harmful to the appearance and character of the host dwelling and would be out of keeping with the pattern of development in the area. The proposal is therefore considered contrary to Policies OS2, OS4 and H6 of the West Oxfordshire Local Plan 2031, the relevant pages of the NPPF 2021, the National Design Guide and the West Oxfordshire Design Guide.		Local COMMENT While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.
E WTC/008/23	Refused	14 CHURCH GREEN
C WTC/012/23	Refused	34 SCHOFIELD AVENUE
District COMMENT 1. The proposed two storey extension by reason of its form, siting, design and size would create an incongruous and over dominant feature which would fail to respect the form and character of the main dwelling house and fails to represent a secondary and subservient addition to the main dwellinghouse. As well as negatively impact neighbouring amenity. The proposal is therefore considered contrary to Policies OS2, OS4 and H6 of the West Oxfordshire Local Plan 2031, the relevant pages of the NPPF 2019, the National Design Guide and the West Oxfordshire Design		Local COMMENT While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

' C ' Contrary to District 'CD' Contrary Delegated
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REFUSED PLANNING PERMISSIONS

Guide.

C WTC/109/22 Refused
District COMMENT The proposed first floor and two storey extensions and alteration to fenestration by reason of the siting, design and form would create an incongruous and dominant feature that is not in keeping with the existing host dwelling. In addition, the proposed would be visible within the streetscene, and would result in harm to the visual appearance and character of the existing streetscene and wider Conservation Area. The proposal is therefore considered contrary to Policies OS2, OS4, EH10, EH16 and H6 of the adopted West Oxfordshire Local Plan 2031, the West Oxfordshire Design Guide, the National Design Guide and the relevant paragraphs of the National Planning Policy Framework.

E WTC/114/22 Refused

C WTC/134/22 Refused
District COMMENT 1. By reason of their design, massing and scale, the removal of existing rear conservatory, two storey side extension to existing garage, front porch extension, rear single storey extension and access to rear and front for parking would be an incongruous addition to the host dwelling as they are not of a sympathetic design or form. In addition, the proposed side extension would be visible within the streetscene, and result in harm to the visual appearance and character of the existing streetscene. The proposal is considered contrary to Policies OS2 and OS4 of the adopted West Oxfordshire Local Plan, the West Oxfordshire Design Guide, the National Design Guide and the relevant paragraphs of the NPPF.

2. By reason of its siting and scale, the development would result in a cramped and contrived development which would have an adverse impact on the open character of the housing development, which would fail to preserve or enhance the character of the conservation area. The proposal would result in less than substantial harm, which would fail to be outweighed by the public benefits of the proposed development. Consequently the proposal would fail to comply with policies OS2, OS4 and EH10 of the West Oxfordshire Local Plan 2031, Section 16 of the National Planning Policy Framework, the WODC Design Guide 2016, and Section 72(1) of the Planning (Listed Building and Conservation Areas) Act 1990.

C WTC/153/22 Refused
District COMMENT

21 STANTON HARCOURT ROAD
Local COMMENT While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

MULBERRY HOUSE, 9 CHURCH GREEN

2 JACOBS CLOSE
Local COMMENT While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

46A MARKET SQUARE
Local COMMENT Witney Town Council note the comments from the technical consultees for this application, and are happy to support the proposal if the recommendations from those consultees are met. Particular attention should be paid to the SUDS strategy and suggested planning conditions from the

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

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REFUSED PLANNING PERMISSIONS

C WTC/154/22 Refused
District COMMENT

Drainage Officer, and members request that all these recommendations are included should the application be approved.

46A MARKET SQUARE

Local COMMENT Witney Town Council note the comments from the technical consultees for this application, and are happy to support the proposal if the recommendations from those consultees are met. Particular attention should be paid to the SUDS strategy and suggested planning conditions from the Drainage Officer, and members request that all these recommendations are included should the application be approved.

OTHER PLANNING DETAILS

WTC/120/22	Withdrawn	63 OXLEASE
WTC/123/22	Withdrawn	96 HIGH STREET
WTC/124/22	Withdrawn	96 HIGH STREET
WTC/127/22	Withdrawn	96A HIGH STREET
WTC/128/22	Withdrawn	96A HIGH STREET
WTC/142/22	Withdrawn	43 BURFORD ROAD
WTC/160/22	Withdrawn	73 HIGH STREET
WTC/164/22	Withdrawn	124 CORN STREET

Date: 7th March 2023
Our ref: 22/00051/APPEAL
Please ask for: Chris Wood
Telephone: 01993 861677
Email: chris.wood@westoxon.gov.uk

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
APPEAL UNDER SECTION 78
Notification of Planning Appeal**

Site Address: 118C Quarry Road Witney Oxfordshire

Description of Development: Construction of detached single storey dwelling together with associated works.

Original Application Number: 22/00878/FUL

Appellant's name: Mr A Lonsdale

Appeal Reference: APP/D3125/W/22/3309162

Appeal Start Date: 02.03.2023

I refer to the above details. An appeal has been made to the Secretary of State against the decision of West Oxfordshire District Council to refuse planning permission for the development described.

The appeal will be determined on the basis of **written representations**. The procedure followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the original planning application to the Planning Inspectorate and to the Appellant. These will be considered by the Inspector when determining the appeal, unless they are subsequently withdrawn.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at: <https://acp.planninginspectorate.gov.uk>. You can also do so by contacting the Planning Inspectorate quoting reference number APP/D3125/W/22/3309162:

Via email : RTI@Planninginspectorate.gov.uk
In writing (please send 5 copies): Temple Quay House
2 The Square
Bristol
BS1 6PN

All representations must be received by the Planning Inspectorate by **6th April 2023**. Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this local planning authority and will be considered by the Inspector when determining the appeal.

If you wish to follow the appeal you can do so via <https://acp.planninginspectorate.gov.uk/> by searching under the appeal reference APP/D3125/W/22/3309162. You can also view the appeal documents on the Council's website at www.westoxon.gov.uk/planning-and-building/

You can get a copy of one of the Planning Inspectorate's "Guide to taking part in planning appeals" booklets free of charge from GOV.UK at www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal.

When made, the decision will be published online at <https://acp.planninginspectorate.gov.uk>

Yours sincerely

Chris Wood

Senior Planning Officer (Appeals)
Planning and Strategic Housing

Date: 3rd March 2023
Our ref: 22/00050/APPEAL
Please ask for: Chris Wood
Telephone: 01993 861677
Email: chris.wood@westoxon.gov.uk

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
APPEAL UNDER SECTION 78
Notification of Planning Appeal**

Site Address:	Land South West Of Downs Road Curbridge Business Park
Description of Development:	Outline planning application for a residential development comprising up to 75 dwellings (with up to 40% affordable housing provision) and public open space. All matters reserved.
Original Application Number:	21/03342/OUT
Appellant's name:	Crest Nicholson Operations Ltd
Appeal Reference:	APP/D3125/W/22/3307358
Appeal Start Date:	24.02.2023

I refer to the above details. An appeal has been made to the Secretary of State against the decision of West Oxfordshire District Council to refuse planning permission for the development described.

The appeal will be determined on the basis of a **hearing**. The procedure followed is set out in the Town and Country Planning (Hearings Procedure) (England) Rules 2000, as amended. I will write again to inform you of the hearing details as soon as they are available.

We have forwarded all the representations made to us on the original planning application to the Planning Inspectorate and to the Appellant. These will be considered by the Inspector when determining the appeal, unless they are subsequently withdrawn.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at: <https://acp.planninginspectorate.gov.uk>. You can also do so by contacting the Planning Inspectorate quoting reference number APP/D3125/W/22/3307358:

Via email : West3@planninginspectorate.gov.uk
In writing (please send 5 copies): The Planning Inspectorate
Room 3E
Temple Quay House
2 The Square
Bristol BS1 6PN

All representations must be received by the Planning Inspectorate by 31st March 2023. Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this local planning authority and will be considered by the Inspector when determining the appeal.

If you wish to follow the appeal you can do so via <https://acp.planninginspectorate.gov.uk/> by searching under the appeal reference APP/D3125/W/22/3307358. You can also view the appeal documents on the Council's website at www.westoxon.gov.uk/planning.

You can get a copy of one of the Planning Inspectorate's "Guide to taking part in planning appeals" booklets free of charge from GOV.UK at www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal.

When made, the decision will be published online at <https://acp.planninginspectorate.gov.uk>

Yours sincerely

Chris Wood

Senior Planning Officer (Appeals)
Planning and Strategic Housing

Reply to : Andrea Thomas
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices
Woodgreen,
WITNEY,
Oxfordshire,
OX28 1NB
Tel: 01993 861000
www.westoxon.gov.uk



The Town Council

Your Ref: W/23/00237/PRMA

Date: 8th March 2023

Dear Town Clerk,

LICENSING ACT 2003

Application for New Premises Licence

We have received an application for **Barry's Food Store 355C Thorney Leys Witney Oxfordshire OX28 5NP** under the Licensing Act 2003.

The application can be viewed through the online [Public Access Portal](#). If you would like to make formal representation, the closing date is **5th April 2023**

Please ensure that all email correspondence is sent to ers@westoxon.gov.uk

Yours faithfully

Licensing Team
Environmental and Regulatory Services

West Oxfordshire District Council may share information provided to it with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998

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Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text"/>	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
Are you an agent acting on behalf of the applicant?		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
<input type="radio"/> Yes <input checked="" type="radio"/> No		

Applicant Details

* First name	<input type="text" value="Steephen"/>	
* Family name	<input type="text" value="Selvaratnam"/>	
* E-mail	<input type="text" value="barrysfoodstores@gmail.com"/>	
Main telephone number	<input type="text" value="REDACTED"/>	Include country code.
Other telephone number	<input type="text"/>	
<input type="checkbox"/> Indicate here if you would prefer not to be contacted by telephone		

Are you:

- ☒ Applying as a business or organisation, including as a sole trader
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	<input type="text" value="14410413"/>	
Business name	<input type="text" value="BARRY'S FOOD STORES LTD"/>	If your business is registered, use its registered name.
VAT number	<input type="text" value="-"/> <input type="text" value="None"/>	Put "none" if you are not registered for VAT.
Legal status	<input type="text" value="Private Limited Company"/>	

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 21

NON INDIVIDUAL APPLICANTS

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth

dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

[Add another applicant](#)

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? / /

dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /

dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

It is a convenience store and consumption of alchole is not allowed within the premises.

Continued from previous page...

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☐ Yes ☒ No

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☐ Yes ☒ No

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

Continued from previous page...

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes ☒ No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☐ Yes ☒ No

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

☐ On the premises ☒ Off the premises ☐ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

25th December - Christmas Eve: 08:00 to 23:30
31st December - New Year's Eve: 08:00 to 23:30

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Family name

Date of birth / /
dd mm yyyy

Continued from previous page...

Enter the contact's address

Building number or name	<input type="text" value="29"/>
Street	<input type="text" value="Vale Raod"/>
District	<input type="text"/>
City or town	<input type="text" value="Mitcham"/>
County or administrative area	<input type="text" value="Surrey"/>
Postcode	<input type="text" value="CR4 1NP"/>
Country	<input type="text" value="United Kingdom"/>
Personal Licence number (if known)	<input type="text" value="LBWands/04339"/>
Issuing licensing authority (if known)	<input type="text" value="Wandsworth Council"/>

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

N/A

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="07:30"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

25th December - Christmas Eve: 06:30 to 23:30
31st December - New Year's Eve: 06.30 to 23:30

Section 18 of 21

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General –all four licensing objectives (b,c,d,e)

Continued from previous page...

List here steps you will take to promote all four licensing objectives together.

Conduct a comprehensive risk assessment: This will help identify potential risks and issues that can affect all four licensing objectives.

Establish clear policies and procedures: This will help ensure that all employees and stakeholders are aware of their responsibilities and that they work together to achieve the objectives.

Train employees: All employees will be trained on the importance of the four licensing objectives and how they can contribute to achieving them.

Monitor compliance: Regular inspections and assessments will be conducted to ensure that policies and procedures are being followed and that the objectives are being met.

b) The prevention of crime and disorder

Conducting a thorough risk assessment: This will help identify potential risks and issues that can contribute to crime and disorder.

Implementing robust security measures: This includes measures such as CCTV and effective access control to prevent unauthorized entry.

Providing staff training: All staff will be trained to recognize potential signs of criminal activity and disorderly conduct and how to handle such situations effectively for e.g(Calling local authorities)

c) Public safety

Conducting a thorough risk assessment: This will help identify potential risks and hazards that can impact public safety.

Implementing appropriate safety measures: This include measures such as fire safety, electrical safety, and effective crowd management to ensure that the public is safe at all times.

Providing staff training: All staff will be trained in safety procedures and protocols, including emergency evacuation procedures and first aid.

d) The prevention of public nuisance

Providing staff training: All staff will be trained to recognize and prevent potential sources of nuisance, and how to handle complaints effectively.

Responding to complaints: Any complaints from the local community will be taken seriously and responded to promptly and appropriately.

Working with local authorities: Building strong relationships with local authorities can help to identify and address any nuisance issues that may arise.

e) The protection of children from harm

Implementing age verification policies: Effective age verification policies will be put in place to prevent the sale of alcohol or other age-restricted products to minors.

Providing staff training: All staff will be trained to recognize potential risks to children's safety and wellbeing, and how to handle such situations effectively.

Ensuring adequate supervision: Children will be adequately supervised at all times to ensure their safety and wellbeing.

Working with local authorities: Building strong relationships with local authorities can help to identify and address any risks to children's safety and wellbeing in the local area.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

does not have the right to live and work in the UK; or

is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].

An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.

A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.

A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.

A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.

A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.

A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.

A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.

A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.

Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.

Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-

evidence of the applicant's own identity –such as a passport,
evidence of their relationship with the European Economic Area family member –e.g. a marriage certificate, civil partnership certificate or birth certificate, and
evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:

- (i) working e.g. employment contract, wage slips, letter from the employer,
- (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
- (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
- (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.

Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.

Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.

Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports –defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts –are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.

Live music: no licence permission is required for:

- o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
- o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
- o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
- o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

Recorded Music: no licence permission is required for:

- o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
- o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.

Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:

- o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
- o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
- o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
- o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

100.00

DECLARATION

Continued from previous page...

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my

* licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
 2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/west-oxfordshire/apply-1> to upload this file and continue with your application.
- Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

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Reply to : Andrea Thomas
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices
Woodgreen,
WITNEY,
Oxfordshire,
OX28 1NB
Tel: 01993 861000
www.westoxon.gov.uk



The Town Council

Your Ref: W/23/00238/PRMA

Date: 7th March 2023

Dear Town Clerk,

LICENSING ACT 2003

Application for New Premises Licence

We have received an application for **Green Mobility Ltd, 91 Corn Street Witney Oxfordshire OX28 6AS** under the Licensing Act 2003.

The application can be viewed through the online [Public Access Portal](#). If you would like to make formal representation, the closing date is **4th April 2023**

Please ensure that all email correspondence is sent to ers@westoxon.gov.uk

Yours faithfully

Licensing Team
Environmental and Regulatory Services

West Oxfordshire District Council may share information provided to it with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998

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**Application for a premises licence to be granted
under the Licensing Act 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We ROTIU DORIN LUCIAN

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description <u>OX28 6 AS , 91 CORN STREET , WITNEY</u> <u>OXFORDSHIRE</u>			
Post town		Postcode	<u>OX28 6 AS</u>
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£	

Part 2 - Applicant details

Please state whether you are applying for a premises licence as Please tick as appropriate

- | | | |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input checked="" type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |

- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☐

I am making the application pursuant to a statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)


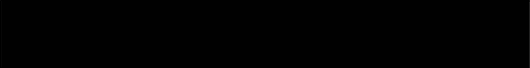
Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes			
Nationality					
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name	GREEN MOBILITY LTD		
Address	166 COLWELL DRIVE, WITNEY, OXFORDSHIRE OX28 5NN		
Registered number (where applicable)	136 29790		
Description of applicant (for example, partnership, company, unincorporated association etc.)	LTD		
Telephone number (if any)			
E-mail address (optional)			

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD		MM		YYYY			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please give a general description of the premises (please read guidance note 1)

RESTAURANT, COFFEE. we will have only 10 tables where we will serve coffee and breakfast in the morning and after 12⁰⁰ will be the lunch and the dinner. we don't want to run like a pub where people stay all day to drink, we want a simple restaurant where people enjoy the food and a glass of drink.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☐
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☐
- f) recorded music (if ticking yes, fill in box F) ☐
- g) performances of dance (if ticking yes, fill in box G) ☐
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☐

Provision of late night refreshment (if ticking yes, fill in box I)

☐

Supply of alcohol (if ticking yes, fill in box J)

☒

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	
Day	Start	Finish	Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for performing plays (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>		
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Tue			
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)			
Mon						
Tue						
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)			
Thur						
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)			
Sat						
Sun						

E

Live music Standard days and timings (please read guidance note 7)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)			
Mon						
Tue						
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)			
Thur						
Fri						
Sat			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)			
Sun						

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)	
Mon				
Tue				
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)	
Thur				
Fri				
Sat			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sun				

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Thur			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish				
Mon			<u>Please give further details here</u> (please read guidance note 4)			
Tue						
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)			
Thur						
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)			
Sat						
Sun						

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	09:00	21:00			
Tue	09:00	21:00			
Wed	09:00	21:00			
Thur	09:00	21:00	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
Fri	09:00	21:00			
Sat	09:00	21:00			
Sun	09:00	21:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	ROTIU DORIN LUCIAN
Date of birth	[REDACTED]
Address	[REDACTED]
Postcode	[REDACTED]
Personal licence number (if known)	W120/00714/PERA
Issuing licensing authority (if known)	WEST OXFORDSHIRE DISTRICT COUNCIL

□□□□

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	09:00	21:30	Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)
Tue	09:00	21:30	
Wed	09:00	21:30	
Thur	09:00	21:30	
Fri	09:00	21:30	
Sat	09:00	21:30	
Sun	09:00	21:30	

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

Having a personal licence holder on the premises at all times the licence is being used
Staff training on licensing issues.
Installing a CCTV system.

b) The prevention of crime and disorder

Drugs policies / notices
Age restrictions
Providing adequate lighting
Bottle bans

c) Public safety

Provision of emergency lighting
First Aid provision
Number of attendants
Seating arrangements

d) The prevention of public nuisance

Keeping the music to a reasonable level
Litter clearance
Controlling noxious odours from cooking
Restricting hours that amplified music can take place

e) The protection of children from harm

Provision of children's area Proof of age cards Requirement to be accompanied by an adult

Checklist:

Please tick to indicate agreement

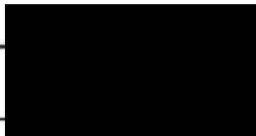
- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- ☐ [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15). ☒

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

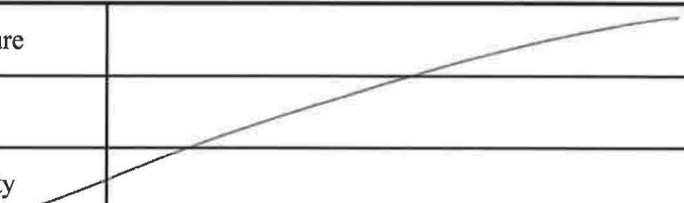
IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.




Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
Signature	
Date	07 03. 2023
Capacity	DIRECTOR

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)		
ROTIU DORIN LUCIAN		
Post town		Postcode 
Telephone number (if any)		
If you would prefer to be contacted by email	 address (optional)	

Notes for Guidance

- Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
- In terms of specific regulated entertainments please note that:

- Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
 - a performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08:00 and 23:00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.

- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.

15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a

licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

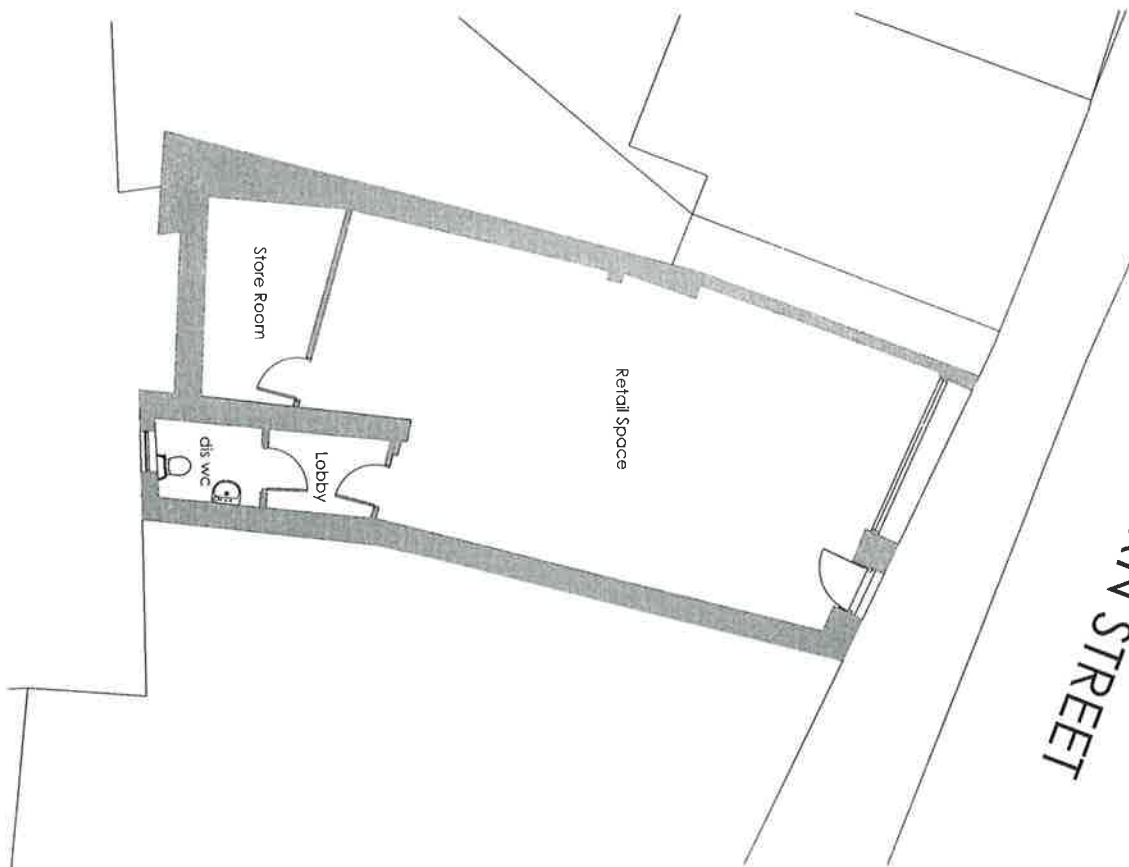
- (i) any page containing the holder's personal details including nationality;

- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

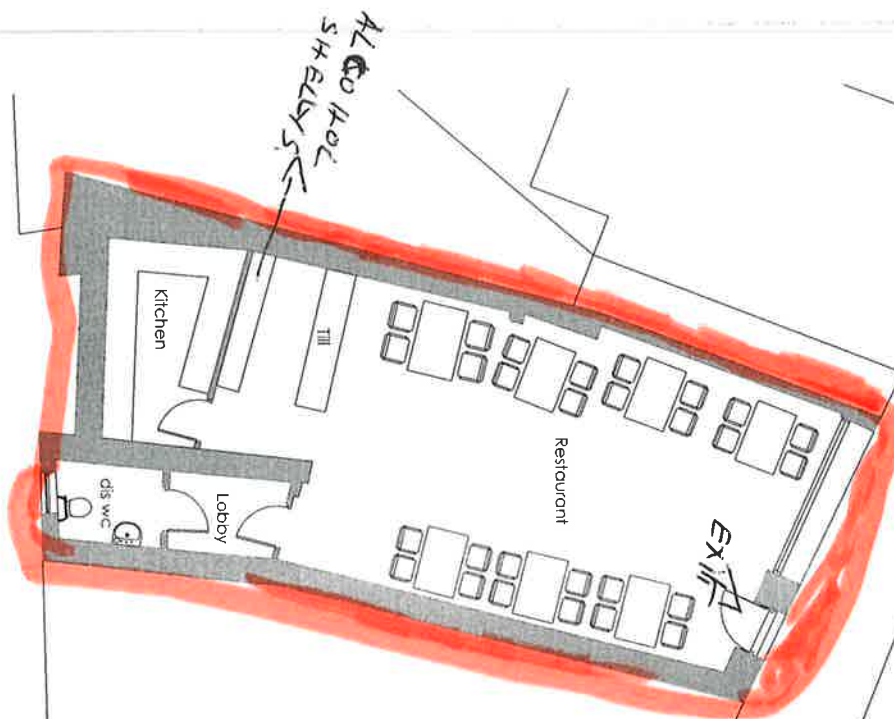
If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

CORN STREET



CORN STREET



The Swallows
Heron
Went
Strawbury
ST14 5ND
Tel: 01743 361211



Location

91 Corn Street
Witney
Oxon
OX28 6AS

Project

Certificate of Proposed lawful Use

Drawing

Existing & Proposed Floor Plans

scale

1:100

paper
size

A3

drawing no.

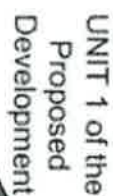
91CS / PP / 03

date

Feb 23

Lease Plan

Footpath to Corn Street



Boundary of Denture

Layout Plan of Ground Floor Retail Premises

Scale 1: 100 to 140



From: Address Management (WODC) <addressmanagement@westoxon.gov.uk>

Sent: Wednesday, March 8, 2023 11:03 AM

To: Info <info@witney-tc.gov.uk>

Subject: SNN2022173 - Street name application

Good Morning

I have received an application from Owen Mumford to name an existing road in Witney, which will provide HGV delivery access to their new Witney site. Please see the attached plans with the section of road marked blue.

The road is currently an unnamed road but does also serve access to a court of properties addressed as 'Glenmore Business Centre' and rear delivery access for other commercial units (Abbotts Medical & Smurfit). Owen Mumford confirmed they would like to name this street to try to stop delivery issues with HGV's using their main site entrance on De Havilland Way.

As with all applications to name existing streets, we will need to carry out a formal consultation giving all parties (business & public) the chance to object to the proposal. However before we can start this process we need to agree the proposed new street name.

Owen Mumford would like to propose the street name 'Norreys' with the suffix 'Avenue' (Norreys Avenue) and have provided the following supporting information -

we have requested Norreys Avenue is because our founders started the company (in 1952) in Norreys Avenue, Oxford. It would therefore provide a fitting tribute to our heritage, as we invest and prepare for the future of manufacturing in Witney.

Please confirm if you would like to raise any objections to the proposed name 'Norreys' or let us know if you have any other names that you would like to propose. If you have additional names, please also include the supporting information about the proposed name. Please note the suffix will be allocated at a later stage.

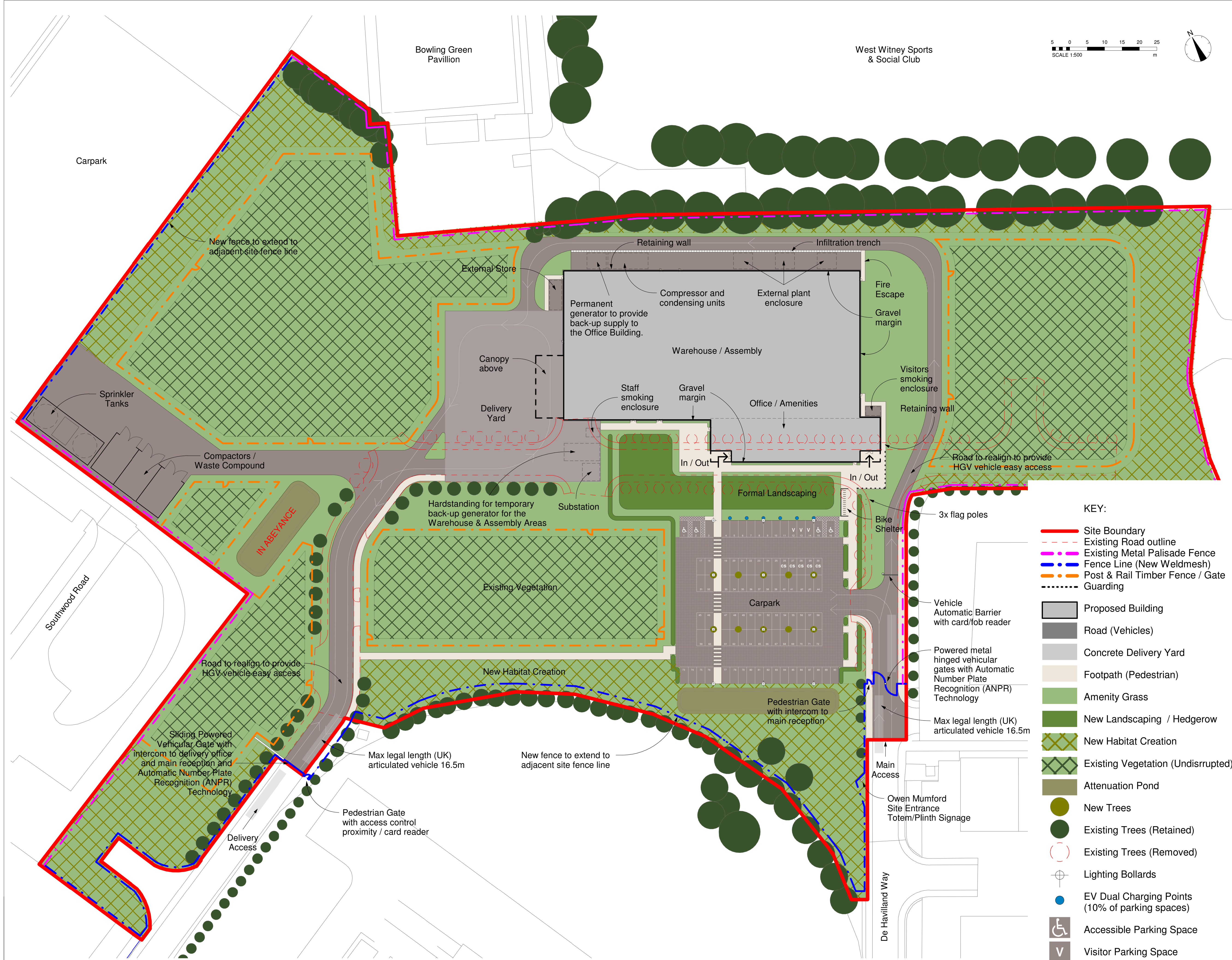
Please can I ask for all responses by Friday 7th April 2023.

I look forward to hearing from you. Thank you for your assistance.

Kind regards

Address Management
West Oxfordshire District Council

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Proposed Site Plan
1 : 500

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DRAWING NOTES:

REV	DESCRIPTION	DATE	BY	CHKD
M	Revised Planning Issue	12/11/20	RM	SH
L	Tender Documentation - Issue to Contractors (Graphic correction)	26/10/20	CF	SH
K	Tender Documentation - Issue to Contractors	23/10/20	CF	SH
J	Tender Issue	20/10/20	CF	RM
I	New attenuation pond added to the West of the site in line with civils layout. Substation and external plants amended. Smoking shelters added. Walkways updated. Visitor parking issue added. External layouts updated.	29/09/20	CF	SH
H	Road and attenuation pond amended in line with civils drawings	15/09/20	CF	SH
G	Planning Issue - Habitat Creation area added to boundary of site	03/09/20	RM	CB
F	Planning Issue	28/08/20	CF	SH
E	WIP Cost Update - site plan issue	17/08/20	CF	RM
D	Logistics Handloading increased following introduction of canopy	06/08/20	RM	PH
C	Handloading to west rather than south of building	13/07/20	RM	PH
B	Update of topsoil	06/07/20	RM	PH

ORIGINATOR:

RIDGE
PROPERTY & CONSTRUCTION CONSULTANTS

The Cowyards
Oxford Road
Woodstock
OX20 1QR

TEL NO: 01993 815000
WWW.RIDGE.CO.UK

CLIENT:
OWEN MUMFORD

IN ASSOCIATION WITH:

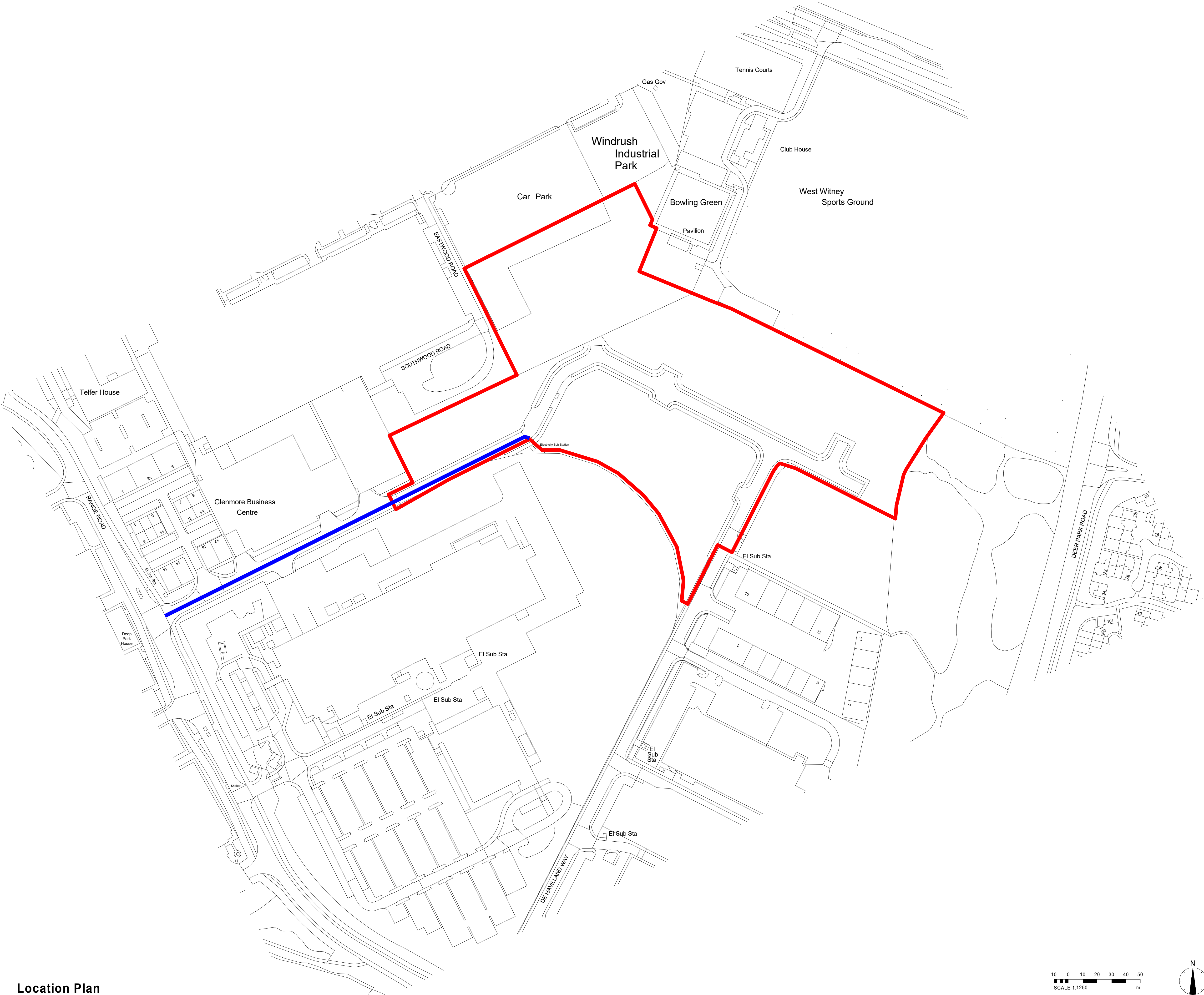
PROJECT:
PROJECT OMEGA

TITLE:
Proposed Site Plan

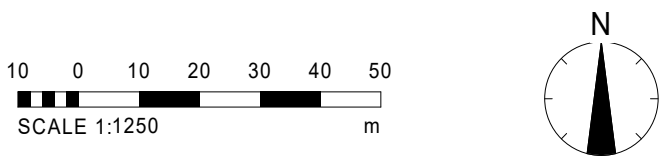
DRAWN BY:	CF	SCALE:	As indicated	@ A1
CHECKED BY:	RM	DATE:	17/08/20	
STATUS:				
PLANNING				

DRAWING No:	PROJECT:	ORG:	ZONE:	LEVEL:	TYPE:	ROLE:	NUMBER:	REV:
5011783	RDG	XX	ST	PL	A	0003	M	

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Location Plan
1 : 1250



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DRAWING NOTES:

Key:
Application Site

REV	DESCRIPTION	DATE	BY	CHKD
F	Site Boundary Red Line extended on roadway to west of site	07/01/20	RM	SH
E	Site Boundary Red Line updated to include roadway to west of site	10/12/20	RM	SH
D	Tender Documentation - Issue to Contractors (Graphic correction)	26/10/20	CF	SH
C	Tender Documentation - Issue to Contractors	23/10/20	CF	SH
B	Tender Issue	20/10/20	CF	RM
A	Planning Issue	08/09/20	CF	SH

ORIGINATOR:



The Cowyards
Oxford Road
Woodstock
OX20 1QR

TEL NO: 01993 815000
WWW.RIDGE.CO.UK

CLIENT:
OWEN MUMFORD

IN ASSOCIATION WITH:

PROJECT:
PROJECT OMEGA

TITLE:
Location Plan

DRAWN BY: CF		SCALE: 1 : 1250 @ A1					
CHECKED BY: SH		DATE: 03/08/2020					
STATUS:							
TENDER							
DRAWING No:							
PROJECT:	ORG:	ZONE:	LEVEL:	TYPE:	ROLE:	NUMBER:	REV:
5011783	RDG	XX	ST	PL	A	0001	F

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CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday, 28 March 2023

Title: Management of Watercourse - Snipe Meadow

Contact Officer: Park Ranger - Carl Whitehead

Background

I had a meeting on 26th January 2023 with the Environment Agency on Snipe Meadow to discuss several options.

1. The willows collapsing into the Windrush along Snipe Meadow in both the West and East tributaries.
2. The consequences of the Windrush “overtopping” and discharging into the lake
3. The process that would need to be followed and fiscal cost to carry out works to prevent the “overtopping” by bank re-enforcement and/or creation of a “bund” to raise the watercourse “edge”
4. General path works around the lake.

Current Situation

1. We have several willows collapsing/growing within the watercourse in both tributaries.
2. We have had this year, 3 breaches of the Windrush causing water to flow into the lake (Queen Emma’s Dyke did not overtop this year)
3. We are looking to what work can be carried out and the costs associated with that work.
4. As part of the general management and to re-instate water scoured areas of the lake path

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

The work, should it be needed and goes ahead, will allow a better flow of water across our land and open up the banks for increased edge vegetation to flourish and the improvements to the path will allow safer usage by all users of the site.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

- There would be a substantial cost to carrying out bank works (see attached notes).
- The tree works would prevent blockages and reduce bank erosion by fast moving water “scouring” when the watercourse is blocked.
- The path work if not maintained would create a “unstable” surface underfoot and thereby creating a “trip hazard”.

Financial implications

Described here or as stated in the report above.

- See statement from EA.

Recommendations

Members are invited to note the report and consider the following:

1. Any tree works to be carried out by the Ranger, the works team and if need our preferred tree contractor Town & Country Trees
2. No bank work to be carried out without exploring the full costs beforehand
3. Re-instate and strengthen the pathway around the lake using binding ballast.
4. Have the water in the lake tested to clarify its status.

Statement from Environment Agency

- If there is a wish to create some means of bund to keep water from the Windrush (West Branch) from the footpath and eventually the lake, there would be a need for a Flood Risk Activity Permit (formerly known as a Flood Defence Consent), as set out here: [Flood risk activities: environmental permits - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/flood-risk-activities-environmental-permits) It's almost certain that you would need a "bespoke" permit, be it for a bund, raised path or raised walkway. This is not without cost (c.£1000 and a considerable amount of time on applications assessments etc, which in itself would be a cost).
- Removing the tress than have fallen across the channel would reduce the build up of debris and water at this point, which *may* keep the paths clear a little longer before the path is overtopped.
- To remove the trees/vegetation fallen/grown across the channels, a Flood Risk Activity Permit would not be required **provided** the banks and the bed is not altered/dug-out/reprofiled etc and only hand tools/powered tools are used. We would just consider this routine watercourse maintenance that we would expect of a riparian landowner. If there is a wish to alter the banks, then you would need a Permit as already mentioned. In a nutshell, if it needs a machine, you may need a permit, so call us first!
- Keeping a channel clear of obstructions to allow unimpeded flow is the responsibility of the riparian landowner(s), as set out on the "Owning a watercourse" page on .GOV.UK here: [Owning a watercourse - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/owning-a-watercourse)
- With regards to pollution entering the lake during times of floods, yes it is likely: heavy rainfall creates the agricultural run-off and puts pressure upon the sewer network (as has been well-documented), which could be delivered to the lake from the watercourses when they flood. The only potential relief is that these pollutants *may* be somewhat diluted by the high water flows that carry them, although again it's hard to quantify.

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CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday, 28 March 2023

Title: Open Spaces Strategy

Contact Officer: Park Ranger - Carl Whitehead

Background

PO3: We have 9 thousand trees on Witney Town Council land and there needs to be a planned and systematic approach to when and to what level they are checked.

PO4: We have had in the past the "Wild Witney" team looking at taking over a piece of land we provided.

PO6/LP4: We are in the process of collecting the base line data to better allow the ability to write a robust management plan.

LP2: We are installing marker posts around the lake at $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$ and a start finish post as the lake perimeter is 1 mile all the way round.

LP5: The angling club have around 12-15 swims (areas of usage)

EE7: There is a need to increase community engagement.

Current Situation

PO3: We as a council at present have a number of strategies to fulfil our responsibility to the public.

- The works team carry out on-site visual checks whenever we are working in a specific area.
- We react to public request to inspect trees using our level 1 tree inspection trained Ranger.
- We receive reports from our approved Tree Surgeon with regard to problems he has observed while carrying out other work for WTC.
- We employ Treework Environmental Practice to carry out surveys of all our trees on a 2 to 5 year rotation dependent on area and condition of the trees
- We use Treework Environmental Practice to carry out Static load tests on mature trees to provide evidence that they have a low risk level to the public

PO4: The Wild Witney group folded at the end of 2022.

PO6: We have commissioned a number of surveys of flora fauna and water quality within the country park and these will drive the work plan for the next 5-10 years

LP2: Giving the public a measured route around the Lake.

We also have a number of leaflets that come from other organisations that describe routes/walks which encompass our park.

LP5: The Ranger is at present working with the Angling Club to provide bank stabilisation and better swim creation around the Lake.

EE7: At present there is no consolidated process to allow members of the public to become involved in volunteering.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

PO3: We need to be aware that trees can present a number of environmental issues, such as.

- Ash dieback, This needs to be managed on an ongoing basis.
- Fungal infections weakening the structure of the tree.

PO6: The biodiversity of the park will be increased greatly through the work that is currently and planned to be carried over the next few years.

PO4: The site is now looked after by the current Ranger.

LP2: No impact other than normal wear and tear on pathway

LP5: By assigning specific areas and maintaining them this prevents areas of high biodiversity value being used by fishermen.

EE7: Volunteers can create a significant increase in Biodiversity.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

PO3: Our comprehensive inspection program allows confidence that we have all issues as well as possible.

PO6: No risk

LP2: Increased number of users and conflicts over usage

LP5: No risk

That resources are purchased, and officer time used to recruit volunteers and there is a poor uptake.

Financial implications

- There is an ongoing cost for the tree surgeon and the tree inspection and static load testing.
- The site is now part of the country park and will be maintained as a “reservoir” for wildlife when cutting the meadows as part of the normal management of the site.
- Funding not available therefore ability to implement management plan not possible.
- Cost to maintain a “fit for use” surface.
- Costs of fishing swim improvements will all so increase biodiversity at water’s edge so an added bonus overall.
- There is an initial cost for tools and PPE plus advertising the opportunity. There is also an ongoing cost when tools. PPE and outreach materials need replacing.

Recommendations

Members are invited to note the report and consider the following:

1. We have a Tree policy which outlines our strategy going forward.
2. We have a significant resource, and it needs to be made use of and maintained to facilitate use by as wide a range of users as possible.
3. Promote as a “health and wellbeing” resource.
4. The value of volunteers is enormous in both the output of their work and also more importantly the social interactions and wellbeing created in a group of like-minded well motivated and confidently led team.

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PARKS & OPEN SPACES STRATEGY – ACTION PLAN

KEY THEME – MODERNISING AND UPGRADING OUR PARKS AND OPEN SPACES SERVICE

Reference	Action	Who Involved?	Commencement?	Completion?
PO 1	Draw up revised grounds maintenance specifications in order to raise standards within the Parks and Open Spaces (See EE 5, SP 3 Below also)	WTC Staff / Appointed Consultants	May 2021	July 2021
PO 2	Consider seeking to attain Green Flag status for relevant Parks and Open Space locations	WTC Staff / Cllrs	September 2022	March 2023
PO 3	Draw up and adopt a comprehensive arboriculture plan	WTC Staff, Tree Officer	September 2021	March 2022
PO 4	Identify and implement possible re-wilding areas	WTC Staff	December 2021	April 2022
PO 5	Undertake a review of participating in the annual In Bloom competition	WTC Staff / Cllrs / In Bloom Group	September 2021	March 2022
PO 6	Draw up long term management plans for each of the main Parks and Open Spaces (to be undertaken post other actions taking place at individual sites)	WTC Staff / Cllrs / Clubs	Dependent upon individual site decisions taken	On-going

KEY THEME – IMPROVING AND INVESTING IN OUR SPORTING PROVISION

Reference	Action	Who Involved?	Commencement?	Completion?
SP 1	Undertake an audit and needs assessment of sports provision across the Town and then feed this into WODC's planning needs assessment	WTC Staff / Clubs / Associations	June 2021	October 2021
SP 2	Enquire of landowners to try to seek out opportunities to provide additional pitches where required, including making enquiries to access existing third party owned facilities	WTC Staff / WODC / OCC / Clubs / Associations	On-going	On-going
SP 3	Assess shortcomings in pitch maintenance and identify solutions	WTC Staff / Clubs	January 2022	August 2022
SP 4	Update and negotiate new leases with the key sports providers in the Town, taking account of long term aims and aspirations for enhancing facilities	WTC Staff / Cllrs / Clubs	May 2021	November 2021
SP 5	Undertake a comprehensive condition survey of the WWSSC, then prepare and adopt a maintenance and management plan accordingly to secure the short-term useability of the facility	Appointed Consultants	July 2021	October 2021

KEY THEME – IMPROVING AND INVESTING IN OUR SPORTING PROVISION

Reference	Action	Who Involved?	Commencement?	Completion?
SP 6	Using KKP as project managers, undertake a long-term master plan exercise at the West Witney sports ground in conjunction with stakeholders	WTC Staff / Cllrs / Club	December 2021	October 2022 (plan stage)
SP 7	Undertake a comprehensive condition survey of the The Leys pavilion, then prepare and adopt a maintenance and management plan accordingly to secure the short-term useability of the facility	Appointed Consultants	July 2021	October 2021
SP 8	Undertake a long-term master plan exercise at the The Leys recreation ground in conjunction with stakeholders	WTC Staff / Cllrs / Club	December 2021	October 2022 (plan stage)
SP 9	Undertake a feasibility and cost analysis study into the provision of a further 3G pitch in the Town, subject to discussions with both WODC and OCC	WTC Staff / Cllrs / OFA / WODC / OCC	April 2023	July 2023

KEY THEME – IMPROVING AND INVESTING IN OUR LEISURE PROVISION

Reference	Action	Who Involved?	Commencement?	Completion?
LP 1	Seek out options to increase allotment capacity issues should the additional new plots at Windrush not prove to be sufficient	WTC Staff / Association / WODC / OCC	November 2022	March 2023
LP 2	Identify possible opportunities to provide more, and better fitness trails, cycle routes, park run routes etc, some in conjunction with WODC and OCC	WTC Staff / Cllrs / WODC / OCC	November 2021	March 2022
LP 3	Adopt an annual programme of local events, building on the existing and identifying differing opportunities moving forwards	WTC Staff / Cllrs	November 2022	March 2023
LP 4	Prepare and adopt a comprehensive management and improvement plan for the Country Park and Lake area	WTC Staff, Tree Officer, Natural England, Specialist Advisors	April 2022	November 2022 (plan stage)
LP 5	Prepare an improvement and upgrade plan for angling facilities at the Country Park and Lake	WTC Staff, Angling Club	January 2022	April 2022

KEY THEME – IMPROVING AND INVESTING IN OUR INFRA-STRUCTURE PROVISION

Reference	Action	Who Involved?	Commencement?	Completion?
IS 1	Undertake a condition survey of children's play areas, then prepare and adopt a planned improvement and upgrade plan	WTC Staff	Oct 2021	November 2025
IS 2	Undertake a condition survey of skateparks, MUGA's and other youth provision, then prepare and adopt a planned improvement and upgrade plan	WTC Staff	Oct 2021	March 2024
IS 3	Undertake a full options survey of the unused buildings at the cemeteries	Appointed Consultants	April 2022	November 2022 (survey stage)
IS 4	Seek out a possible solution report to the access and parking issues at the cemeteries (audit recently received)	Appointed Consultants	Underway Now	April 2021 (report stage)
IS 5	Undertake an audit of current litter bins, dog waste bins, signage, seating, fencing, bus shelters and other associated infra-structure with a view to drawing up a corporate replacement and upgrade plan, to include policies relating to the installation and adoption of infra-structure on non-WTC land	WTC Staff	December 2021	June 2022 (plan stage)
IS 6	Undertake a condition survey of existing pavilions and toilet facilities and draw up an improvement and upgrade plan accordingly	Appointed Consultants	September 2021	January 2022 (survey stage)
IS 7	Undertake a needs assessment and, where required, invest in pavilion and toilet provision where none are provided currently	Appointed Consultants	November 2021	May 2022 (report stage)
IS 8	Seek to work with partners to achieve a structured, integrated and fully connected footpath and cycle path network around the town.	WTC Staff, Partners	April 2022	July 2022 (Feasibility Stage)
IS 9	Seek to provide, possibly in partnership with a third party, a community hub building to include accessible community space (See SP 8?)	WTC Staff, Partners	October 2021	March 2022 (Feasibility Stage)

KEY THEME – WORKING IN THE MOST EFFECTIVE AND EFFICIENT MANNER

Reference	Action	Who Involved?	Commencement?	Completion?
EE 1	Appoint a Park Ranger as already agreed with a clearly defined Job Description and Job Purpose	WTC Staff	June 2021	October 2021
EE 2	Seek to improve working relationships with key stakeholders, including WODC and OCC	WTC Staff	June 2021	On-going
EE 3	Draw up and adopt a communications plan with the aim of raising WTC's profile within the community	WTC Staff	June 2021	November 2021
EE 4	Engage with WODC and OCC in order to consider devolution options in regards grounds maintenance within the town in light of the very high dissatisfaction levels of the confusing current position	WTC Staff / Cllrs / WODC / OCC	November 2021	July 2022
EE 5	Undertake an options review of the most efficient and effective manner to deliver grounds maintenance services	WTC Staff / Appointed Consultants	May 2021	July 2021
EE 6	Draw up and adopt a policy aimed at ensuring that all external and partnership funding opportunities, along with sponsorship options are optimised in all project and development works	WTC Staff / Appointed Consultants	Immediate effect	On-going
EE 7	Ensure that Community Engagement is enshrined into all work and projects undertaken by WTC	WTC Staff	June 2021	On-going
EE 8	Seek to move to a grounds maintenance fleet of electric vehicles, machinery and kit	WTC Staff	September 2021	On-going
EE 9	Undertake a feasibility study into installing a professional mapping service for use by WTC	WTC Staff	June 2021	August 2021
EE 10	Undertake a review of current sports and facility booking systems used and finesses to benefit all parties	WTC Staff	May 2022	September 2022
EE 11	Undertake a skills appraisal of the maintenance team, draw up a training and development plan based around grounds responsibilities	WTC Staff	May 2021	August 2021

KEY THEME – WORKING IN THE MOST EFFECTIVE AND EFFICIENT MANNER

Reference	Action	Who Involved?	Commencement?	Completion?
EE 12	Identify opportunities for volunteer schemes, friends schemes and other voluntary sector options and then enable their set-up and work arrangements	WTC Staff / Cllrs	November 2021	March 2022
EE 13	Undertake a comprehensive accessibility audit, draw up an improvement and implementation plan based around outcomes	Appointed Consultants	April 2022	September 2022
EE 14	Identify options and a more structured approach to providing a more responsive out of hours service / call out service, as well as introducing possible work practices at weekends.	WTC Staff / Cllrs	May 2021	August 2021

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CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday, 28 March 2023

Title: Treescape Report

Contact Officer: Park Ranger - Carl Whitehead

Background

In July 2022 we were provided with a report from the Oxfordshire Treescape Project, this outlined a number of ways in which we could increase our natural capital and the areas in which this could be done (attached as an appendix to this report).

Current Situation

WTC at present, have all our green space mapped and assigned a title i.e. wood, hedge etc. and have regular reviews as to what we can do to improve and/or develop these areas to increase our natural capital. This is usually based on what the site has to offer (notable flora/fauna) and the impact of developing the site. There is as always an element of getting "best value" with budget we have and what affect it will have on the public.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

All decisions regarding changes to green spaces should only go ahead once it is known it will increase the biodiversity of that site.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Even if the site is improved it also could influence the public perception as, changing a field to a wildflower meadow increases biodiversity, it may also be seen to remove and play area for kids on bikes or a dog walking area. This must always be considered when deciding what action to take.

Financial implications

There will always be capital cost to developing a green space and an extra cost going forward as it often means that there needs to be extra resources needed to maintain an area that is of a higher biodiversity value.

Recommendations

Members are invited to note the report and consider the following:

1. The need to look at each area on a “case by case “basis will allow us to best increase our natural capital while maintaining good will from the public we serve.
2. I have read through the document a number of times and while it shows clearly what could be done, I feel that the practicalities are harder to achieve in some areas. There are though, some good ideas that we can take forward and with the right support and resources we could maximise our potential to increase the natural capital of or green spaces.

To: Sharon Groth sharon.groth@witney-tc.gov.uk
Subject: Witney Treescapes Opportunity Report

Dear Sharon,

I'm pleased to now be sending you the Treescapes Opportunity Report for Witney.

This email has some general advice on sensitivities around sharing the report; some observations on what your report shows; ways that we can help you take the report forwards.

The report should be easy to follow, but I'd recommend also having a look at the [Treescapes Guide](#) on our website, which gives some additional information. Please keep in mind that mapping is an imperfect exercise, and is only as good as the data that we have to put into it; we are aware that the maps are not perfect, and welcome feedback. It is particularly tricky to get reliable hedge data (we are working with University of Oxford and Google on a more accurate, high resolution hedge data set, which should be ready in the autumn).

Sensitivities around how the report is shared and used:

- Collaboration between stakeholders is key to nature recovery – local residents, landowners, farmers, businesses, community groups, etc.;
- The majority of any parish will be privately owned, so strong relationships with local landowners / farmers are key to nature recovery efforts;
- We would thus recommend not sharing the report widely before you've started conversations with local land owners, who can understandably feel sensitive to suggestions as to what should or should not be happening on their land;

Observations on the report

Hopefully these observations are useful, but they are based only on the report; your local knowledge may well suggest other opportunities – so much depends on local relationships, details of exactly what is already in place, and so on.

Witney is of course a largely urban area, but has a number of important existing natural assets. These include the River Windrush and Madley Brook; water courses often have high value nature sites along their banks, which is the case in Witney: there are areas of species rich grassland, woodland, as well as some high wildlife value and core nature recovery network sites (p10). The total area of woodland is 5%; although this is lower than the county and country averages, it seems reasonable for a largely urban area, especially as garden trees are not taken into account, and there is a relatively high amount (6%; p13) of species rich grassland, which is a very valuable and biodiverse habitat. Protecting, managing and building on existing natural assets is a vital part of nature recovery.

There are some opportunities for new woodland, species rich grassland or agroforestry (p16-21) in what are coming up as agricultural areas mainly in the south east and south west of the parish. It may be possible to work with landowners in these areas to find out how they feel about nature recovery, and whether they would be interested in joining the parish in taking action; we are happy to provide Opportunity Reports for landowners, which are also free of charge. I'm not sure if any of them would be part of the north east Cotswold farmer cluster, but we may be able to look into that.

Hedges and woodland buffers (p17 and 18) can link and expand existing woodlands without taking up too much space in agricultural areas; they also provide amenity value in urban areas. We find that parish and community groups find hedges a relatively approachable starting point for nature recovery activities, and can point you in the direction of useful resources to find out more about what other parishes have done in this area. Please note that it is difficult to get accurate hedge data; we are working with the University of Oxford and Google on developing a more accurate data set for this, so please keep this in mind when looking at hedge opportunities in the report.

Within the town we have mapped opportunities for trees in open spaces (p22); you will know better than us what opportunities actually exist on the ground, but seeing them all mapped out may be a help you think strategically where to focus efforts. As well as trees in open spaces, there are opportunities for garden trees – several parishes have run successful free garden tree giveaways, and they can be a great way to get the community involved in nature recovery efforts.

Looking at where the draft Nature Recovery Network lies (p27), which largely follows the Windrush and to some extent Madley Brook, could be a good starting point for considering where to focus your efforts; it looks like there is overlap with a number of public open spaces. Please note that the Nature Recovery Network is a draft, but we expect it is likely that it will be refined in its final version, rather than extensively changed. You could also look at where there are opportunities for natural flood management (p39) or air quality improvement (p41) to help decide where your best opportunities lie. Your report shows where introducing treescapes would provide multiple benefits (p46-49), but this is focused on agricultural fields, and Witney itself is classed as “other”, i.e. non-agricultural land; looking at the map however, there are large parts of the town where air quality improvement and biodiversity gain overlap, even though these do not appear in the maps.

Next steps

Once you have had a chance to digest the report we would be happy to arrange a Zoom call with you to discuss the report with you and to consider next steps. We’d recommend getting together a working group of people interested in taking the report forwards before arranging this call; some or all of them can attend. If you are keen to take matters further we have a range of **further services we can offer to support you:**

- Maps showing the landowners, managers, and publicly owned land in your parish so that you can plan who to get in touch with;
- We can advise on who to approach for more detailed advice on various aspects of treescape establishment and nature recovery;
- We can put you in touch with other parishes in the area who have received one of our reports;
- We can provide Treescape Reports for farmers within the parish (free at present);
- A guide for developing a Nature Recovery Plan for the parish.

Congratulations if you’ve got to the end of this lengthy email! I look forward to hearing back from you and talking more about your report.

Best wishes,

Martha Crockatt, PhD

THE OXFORDSHIRE TREESCAPES PROJECT www.oxtrees.uk



OXFORDSHIRE
TREESCAPE PROJECT

Opportunity Report

For Witney parish

11 July 2022

Introduction

This report is intended to give a broad indication of the natural capital benefits that treescapescapes can bring to Witney parish and of the opportunities to increase them. The report can be used as the basis for creating a land or neighbourhood management plan that can help you develop policy and access funding opportunities. CAG Oxfordshire can support you in creating that plan and applying for funding.

‘Treescapescapes’ is the term we use for trees in all their forms, be that woodland, grassland, hedgerow, street trees, community orchards or agroforestry. We strongly recommend that you read the report in conjunction with the [Treescape Guide](#), which gives more detail on each treescape and its benefits. Also worth a look are [our project website](#) and [the Our Land Our Future Report](#) which give an overview of how many treescapescapes we might introduce across Oxfordshire by 2050. The maps for the whole of Oxfordshire can also be viewed [here](#).

Clearly it will not be possible to establish treescapescapes on a piece of land without the support of the landowner or manager. It is crucial that they are engaged in the process. Once you have developed a land or neighbourhood plan the Oxfordshire Treescape project can advise and support you on making contact with farmers and landowners. The report may also help you identify smaller scale treescape opportunities on public land. Please note that we have not yet found a good way to map street tree opportunities. This report has been produced as part of a new not for profit service for farmers, land managers, land agents, parish councils and community groups across Oxfordshire. The project is led the charity GrowGreenCarbon working with CAG Oxfordshire and with the support of Oxford University.

For more information [see www.oxtrees.uk](http://www.oxtrees.uk).

Contents

The report presents a series of maps together with an explanatory text. The Appendix provides tables with the data behind the maps. You can easily move between the maps and the appendices and back again by clicking the link at the bottom of each slide.

The report breaks down into the following sections:

- [Why Treescapes?](#) An overview of the reasons to establish treescapes and the funding available.
- [Your site.](#) An overview of Witney parish including Agricultural Land Grades and slope; areas unsuitable for treescape interventions and why; the site's relationship to the Nature Recovery Network and Areas of Outstanding Natural Beauty; and existing natural capital benefits in the parish.
- [Opportunities](#) to establish treescapes.
- [The benefits](#) treescapes could bring and where they could deliver multiple benefits.
- [Our recommendations](#) on an overall strategy the parish might follow, including possible treescape targets between now and 2050 in line with national targets put forward by the Climate Change Committee.

How our treescape maps relate to government policy

Treescapes are now at the centre of agricultural funding and policy. Under the new [Environmental Land Management Scheme](#) (ELMS), the government defines these as:

- Clean and plentiful water
- Clean air
- Protection from and mitigation of environmental hazards
- Mitigation and adaptation to climate change
- Thriving plants and wildlife
- Beauty, heritage, and engagement

We have chosen to map 5 natural capital benefits of treescapes. We also offer ways to measure each one:

- Biodiversity
- Carbon capture
- Natural flood management and soil erosion
- Air pollution and noise reduction
- Recreation and wellbeing

As yet, it is not clear how these natural capital benefits will be measured by ELMS. We will be updating our maps to ensure they best align with ELMS as further information comes available.

For more detail on how we define each benefit please see the [Treescape Guide](#). Information on funding is also available on our [website](#).

Funding for treescapes

Central government has set ambitious targets for tree planting.

In addition to the English Woodland Creation Offer, Countryside Stewardship and ELMS, there are new sources of funding coming on stream, such as the Sustainable Farming Initiative, biodiversity offset payments by housing developers and corporations wanting to mitigate their environmental impact while they de-carbonise their business activities. The Woodland Carbon Code can also provide regular annual income over a sustained period. Organisations such as the Woodland Trust, the Tree Council, The Trust for Oxfordshire's Environment and the International Tree Foundation will support community initiatives. Parish councils may also have access to funding. Our [website](#) gives an overview of sources of funding currently available. Or ask CAG Oxfordshire for further information.

By working on larger scale projects which extend across several farms or estates, farmers and landowners may be able to attract additional funding from Tiers 2 and 3 of ELMS. You may then like to support the development of a 'Farmer Cluster' in your area which encourages co-operation between neighbouring farms and shares the cost of advisors. You can check [this link](#) to see if there is already a farmer cluster in your area.



The Oxfordshire Treescape Project would like to thank the Woodland Trust who have funded us to provide our first 150 reports for free.



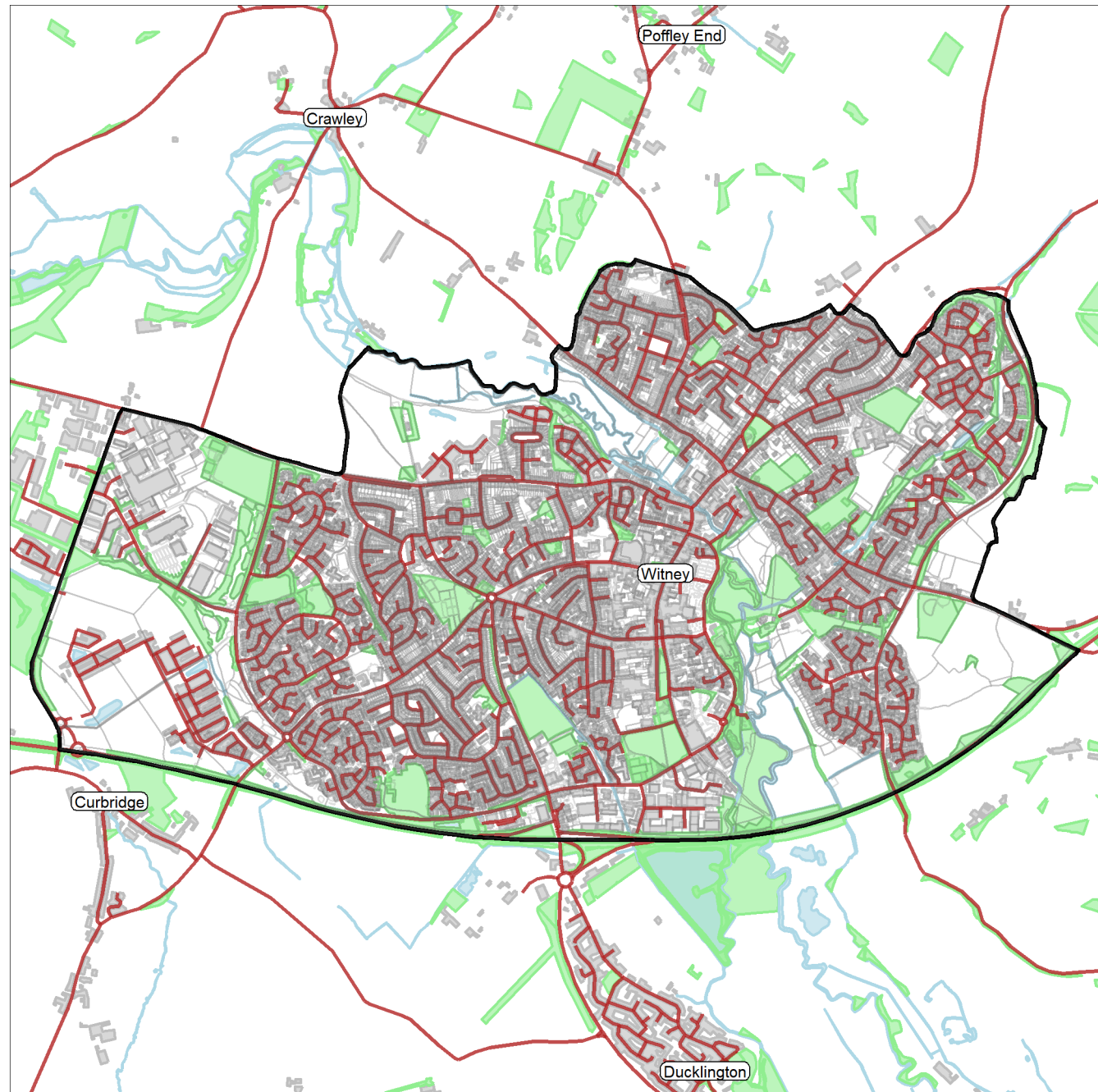
Your site

YOUR SITE

Witney PARISH

This is the area of Witney parish we have identified from the parish boundary.

The total site area is 922.8 hectares.



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YOUR SITE

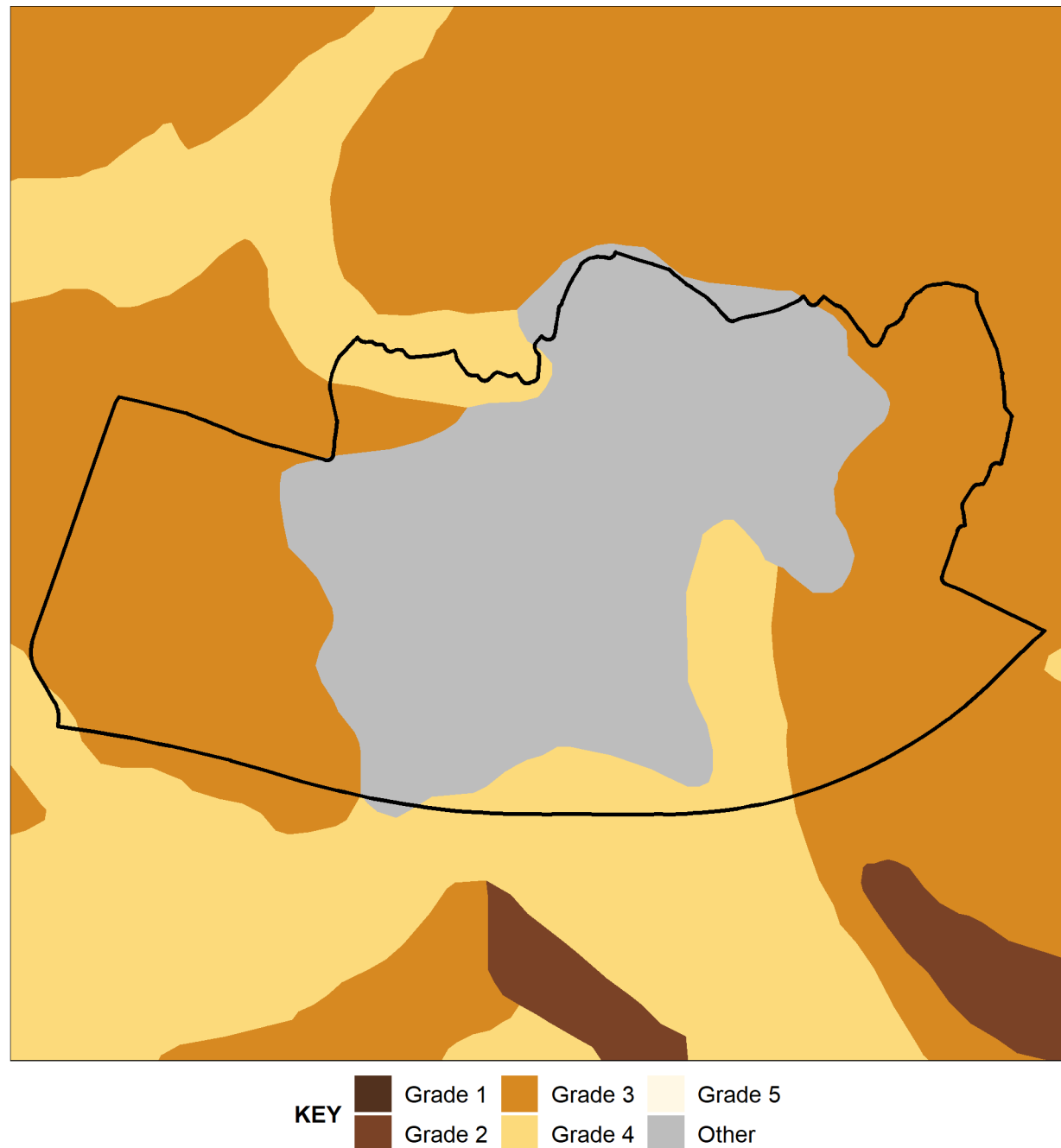
AGRICULTURAL LAND GRADES

The parish can be classified into the various agricultural land grades.

Please note that we have used agricultural land grade as a way to map levels of productivity from different land areas. This is only an approximation and the land manager will know better which land has the most potential for food production. However, land grade is the best yield mapping method available to us at the current time.

See [here](#) for more info on land grades.

[Click here for Table](#)



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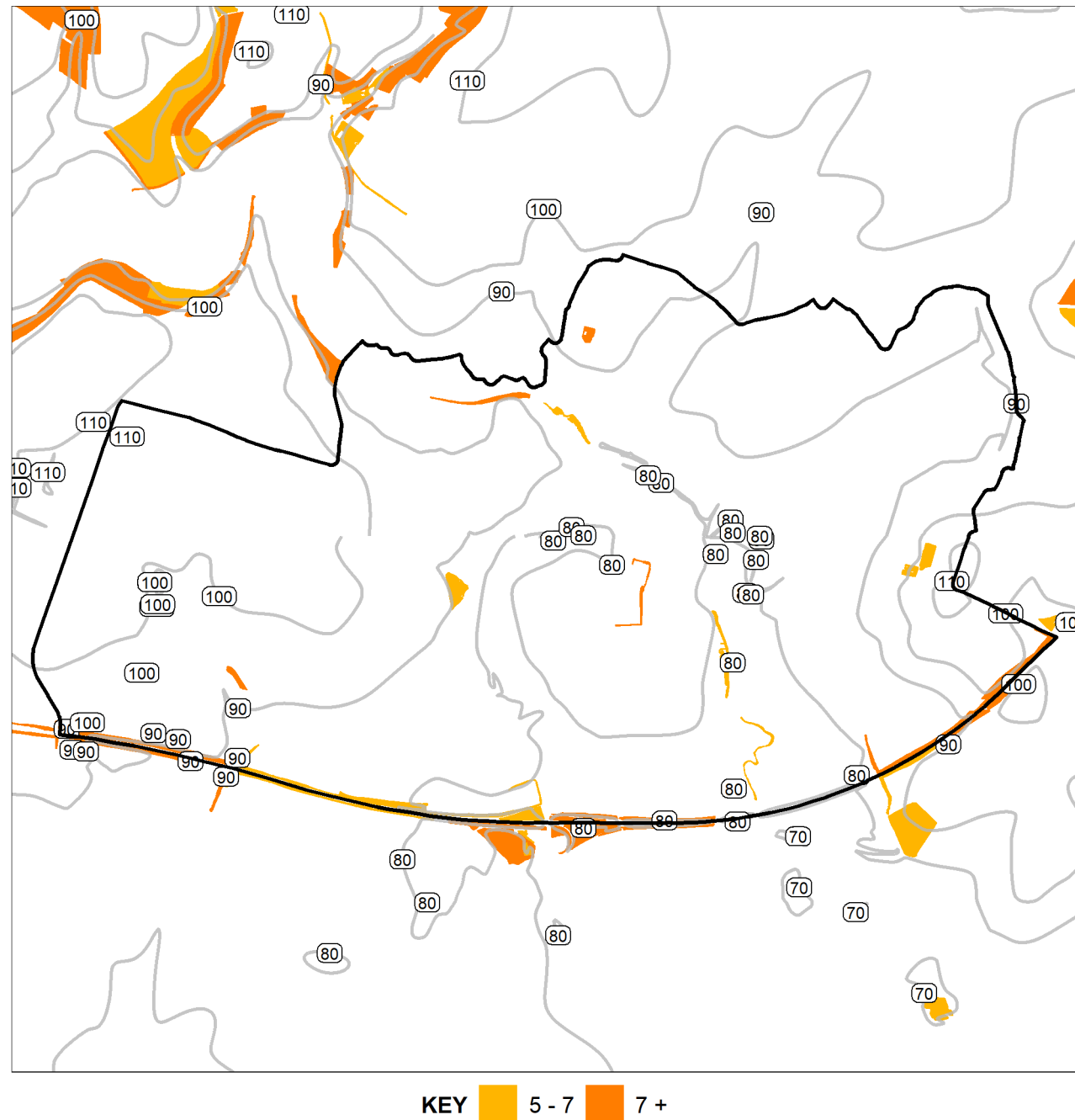
YOUR SITE

SLOPE

The map shows fields with slopes either between 5 and 7 degrees or above 7 degrees. The slope is calculated as an average for each field as a whole.

As sloping land is less easy to farm and more prone to soil erosion, it may provide better opportunities for some treescapes. If there is sloping land in or around your parish, this could be a reason to coordinate treescape interventions with neighbouring land managers in your area as management of sloping land on one site can impact on a nearby site.

[Click here for Table](#)



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YOUR SITE

AREAS NOT SUITED TO TREESCAPES

The map shows all areas not suitable for treescapes, both within and near to Witney.

These include heritage sites, legally protected or locally registered wildlife sites, existing woodland and grassland sites and other sites of wildlife value.

Please note that careful consideration of opportunities that may affect any of these areas will be required when introducing treescapes.

The unsuitable areas total 218.6 hectares or 24% of the parish.

[Click here for Table](#)



KEY ■ Wildlife Value ■ Core NRN ■ Existing Woodland ■ Existing Species Rich Grassland ■ Battlefields and Scheduled Monuments

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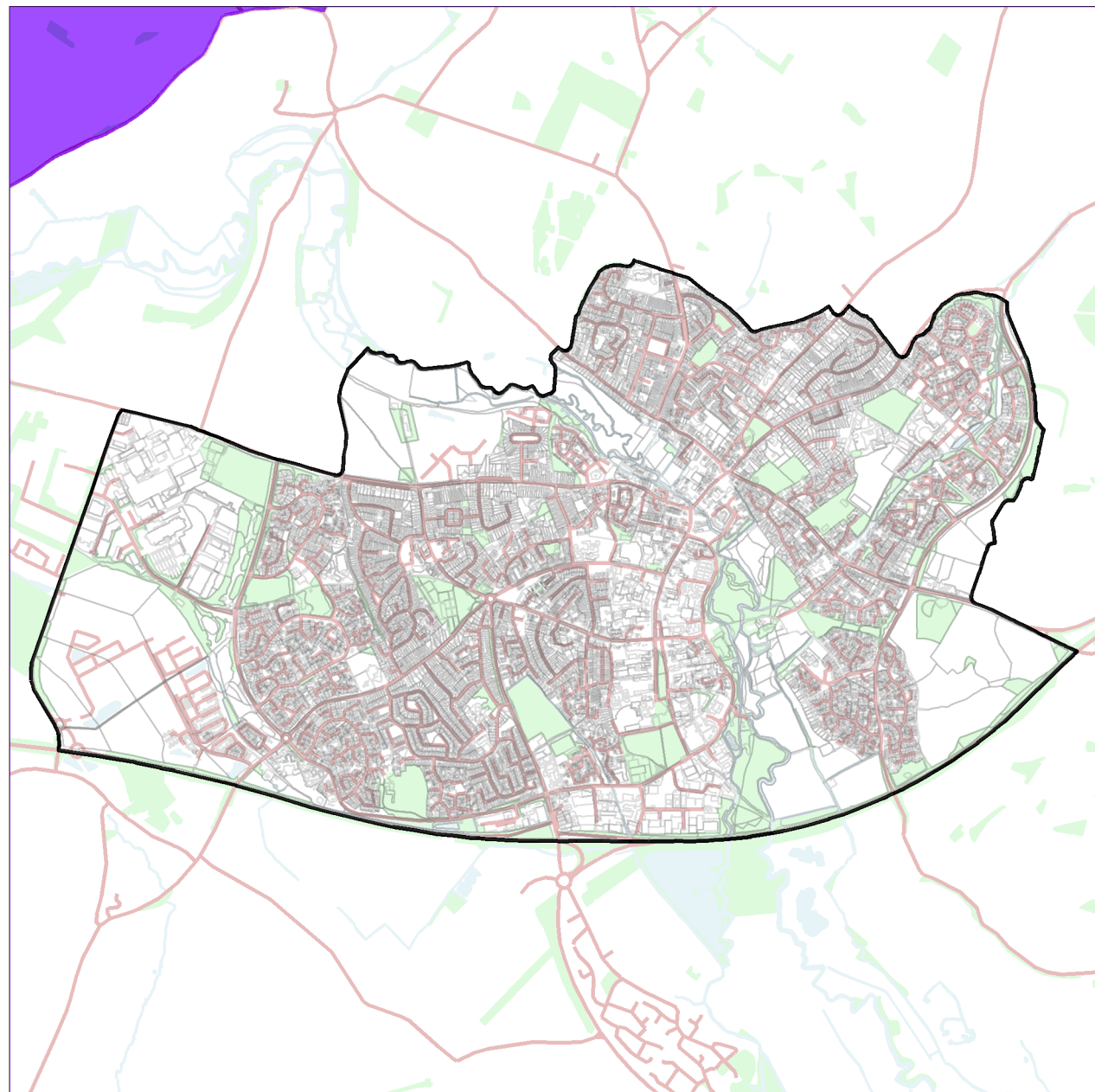
YOUR SITE



AREAS OF OUTSTANDING NATURAL BEAUTY

An Area of Outstanding Natural Beauty (AONB) is a designated exceptional landscape whose distinctive character and natural beauty are precious enough to be safeguarded in the national interest.

If your parish is sited within an AONB this will mean that the local AONB governing body will need to be consulted on any plans to establish treescapes. It will be important to them to maintain the traditional landscape character of the AONB area. Further information can be found on [our website](#).

0 hectares or 0% of this site is within an AONB.



KEY  AONB  Wider Landscape

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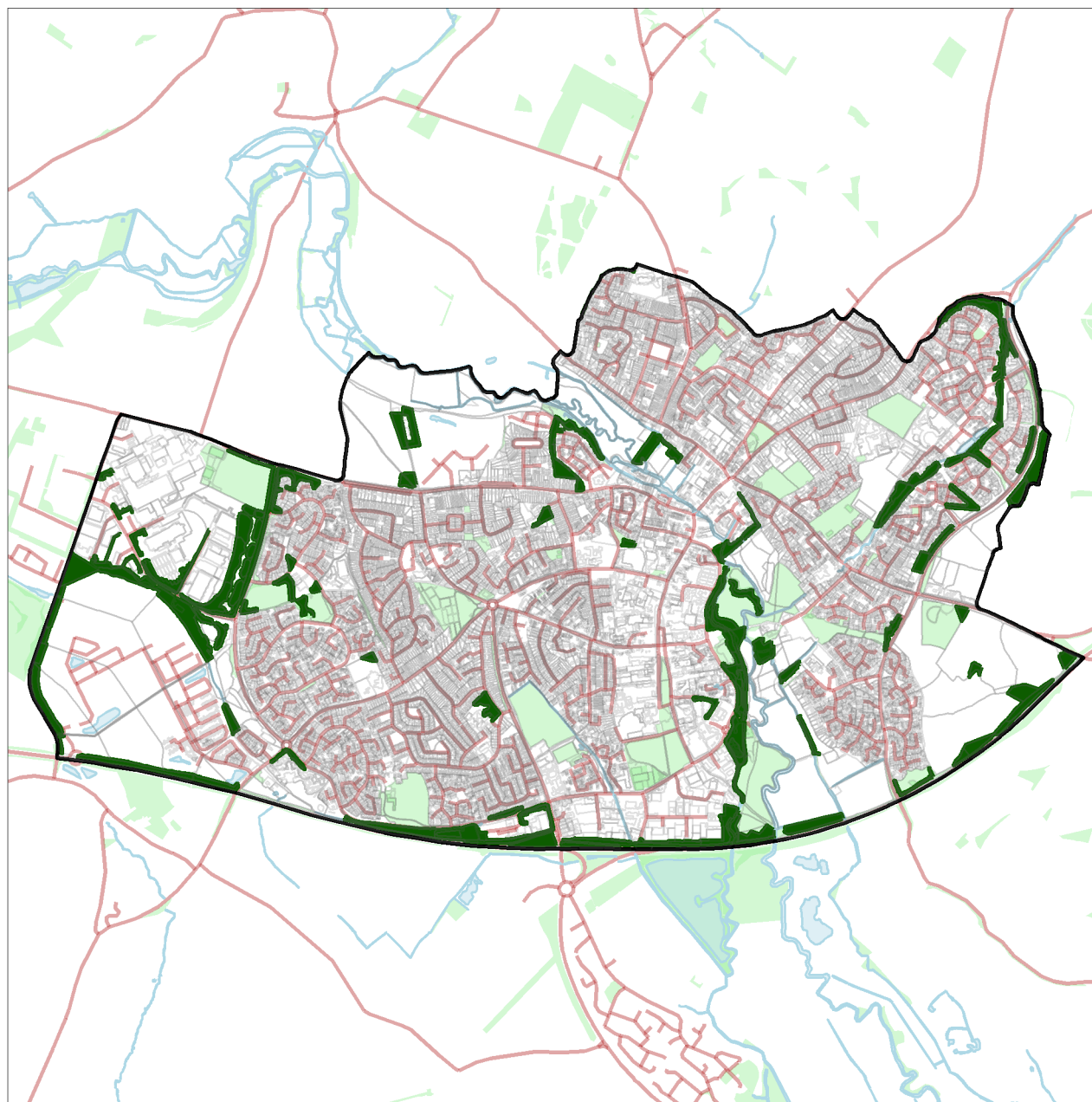
YOUR SITE


EXISTING WOODLAND

The map shows woodland areas in the parish. Some very small woodland areas may not be shown.

These total 43.1 ha which is 5% of the parish.

[Click here for Table](#)



KEY  Existing Woodland

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YOUR SITE

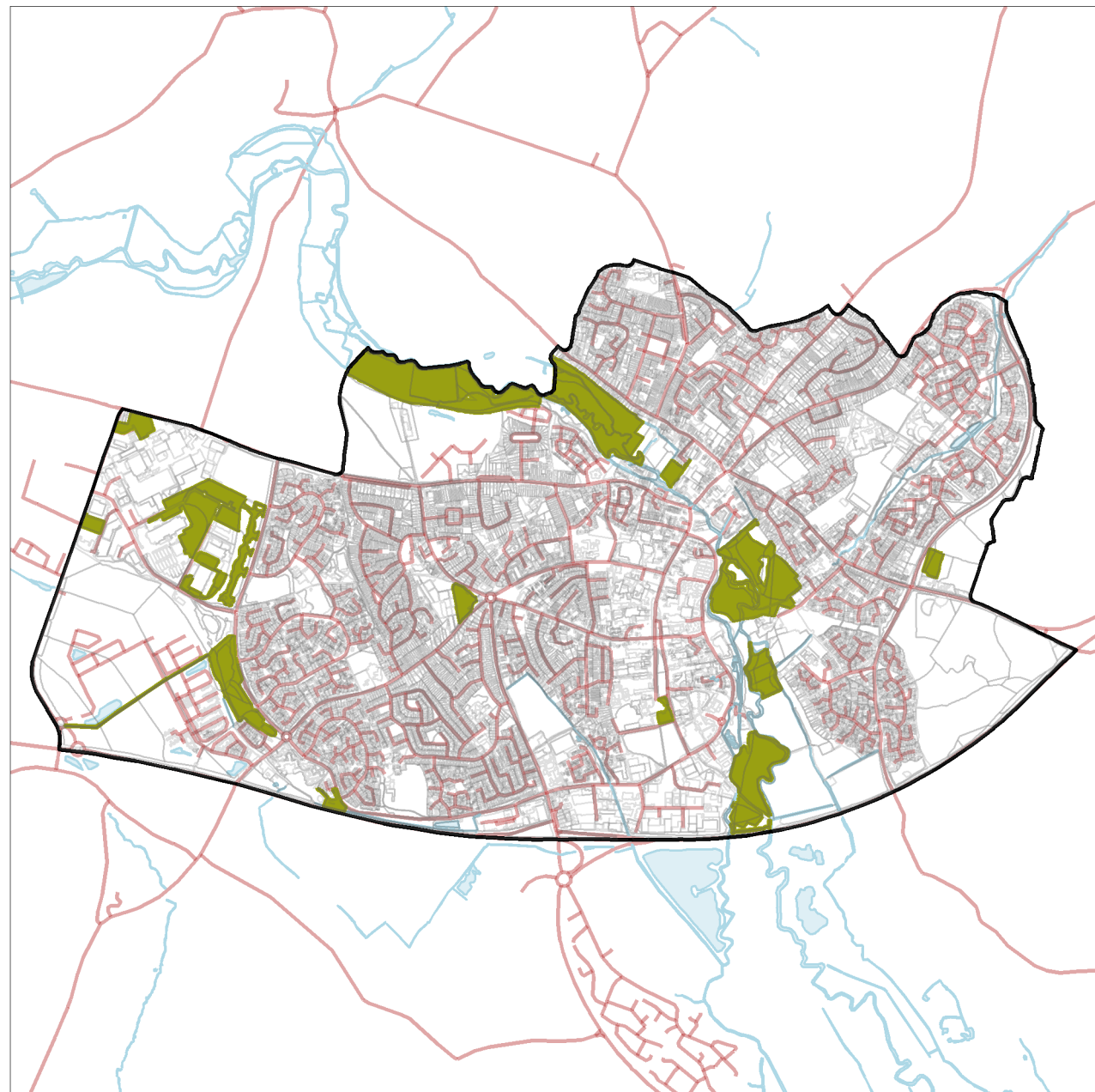
EXISTING SPECIES RICH GRASSLAND

The map shows species-rich grassland areas in the parish. Pasture and other forms of intensively managed grassland are not included in this map.

Species-rich grassland may still be used for the grazing of livestock but at a lower intensity than normal pasture. It should not be cut more than once a year.

Species-rich grassland totals 54.1 hectares and 6% of the parish.

[Click here for Table](#)



KEY Existing Species Rich Grassland

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YOUR SITE

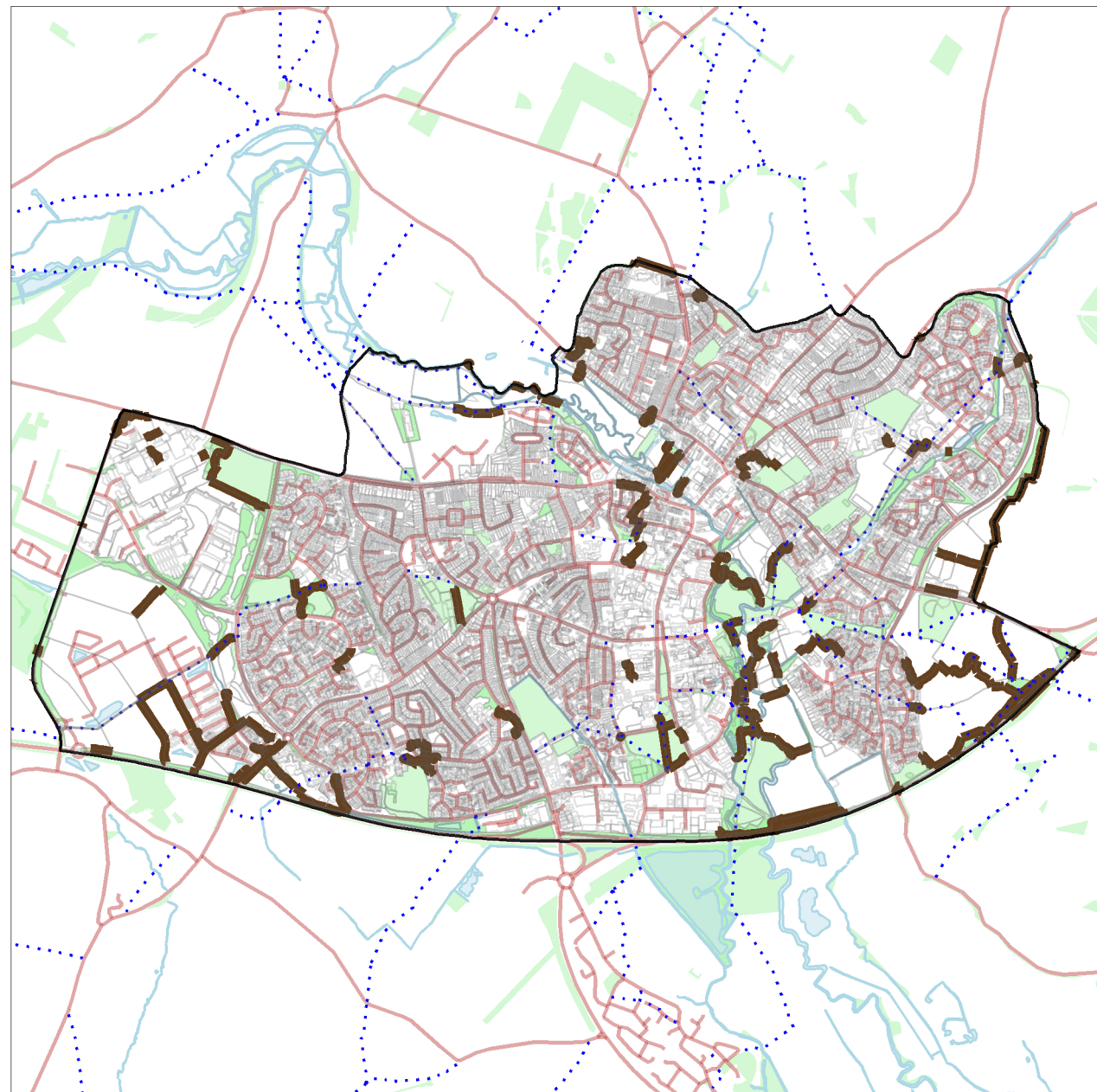
EXISTING HEDGEROWS

The map shows hedgerows in the parish. These total 20.5 kilometres and 60% of all field boundaries.

Hedges are of particular biodiversity value as they provide ecological corridors for wildlife.

Please note that this hedgerow data may not be as accurate as we would like and is likely to understate the number of existing hedges. If you are interested to build a more accurate picture of hedgerows in your parish, please [contact us](#).

[Click here for Table](#)



KEY Existing Hedgerows Public Right of Way

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Treescape Opportunities

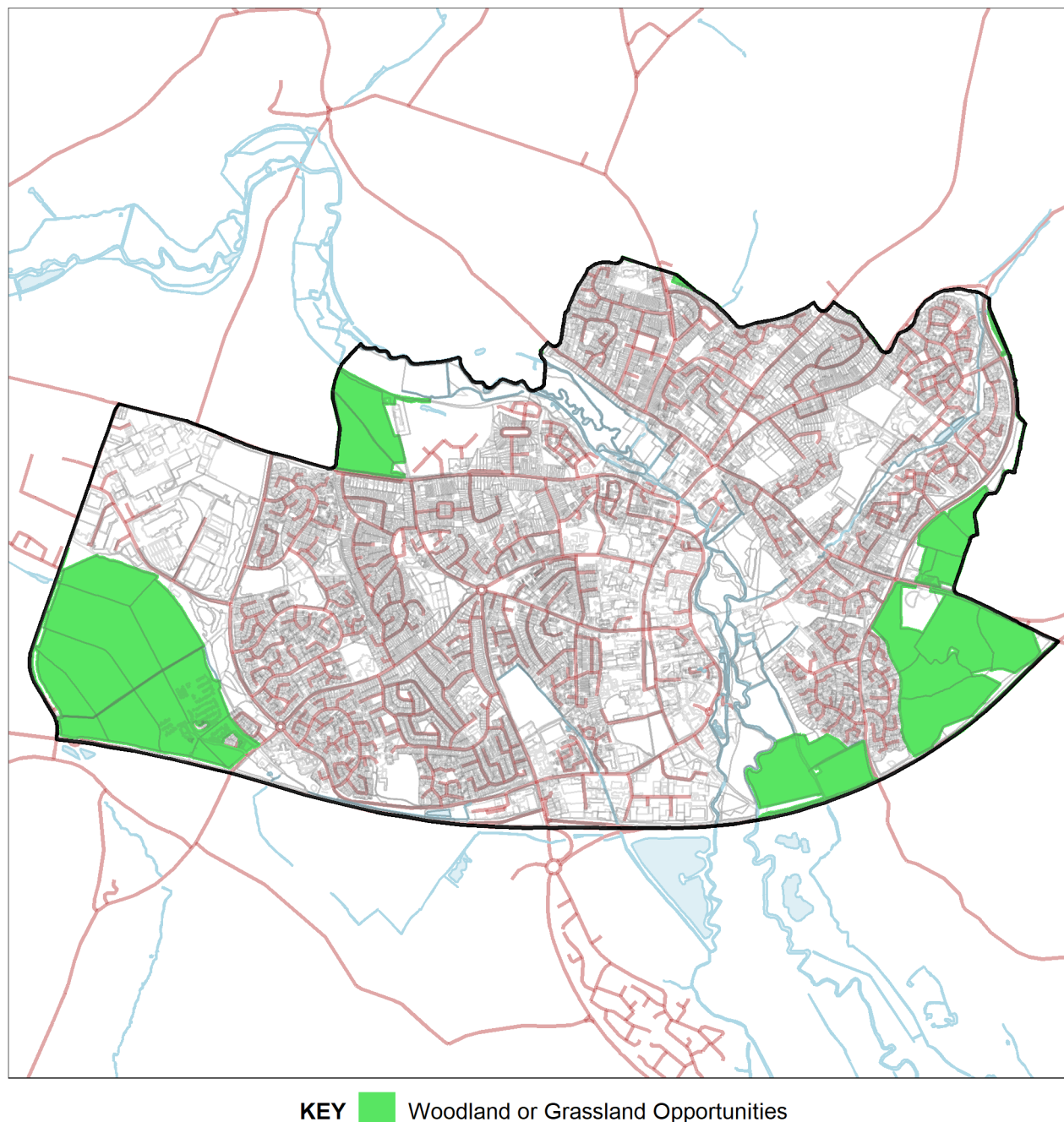
TREESCAPE OPPORTUNITIES

WOODLAND & SPECIES RICH GRASSLAND OPPORTUNITIES

The map shows areas of the parish that are suitable for either new woodland or species-rich grassland. These total 123.8 hectares and 13% of the parish. Both grade 1 and 2 land and unsuitable sites are excluded.

You might consider selecting smaller areas from within the mapped area that are less productive, such as wet or awkward corners for grassland, woodland copses or shelter belts.

Pasture that has had few inputs could be restored to species-rich grassland, but if it has been intensively used for a long time it may be better as woodland. [Click here for Table](#)



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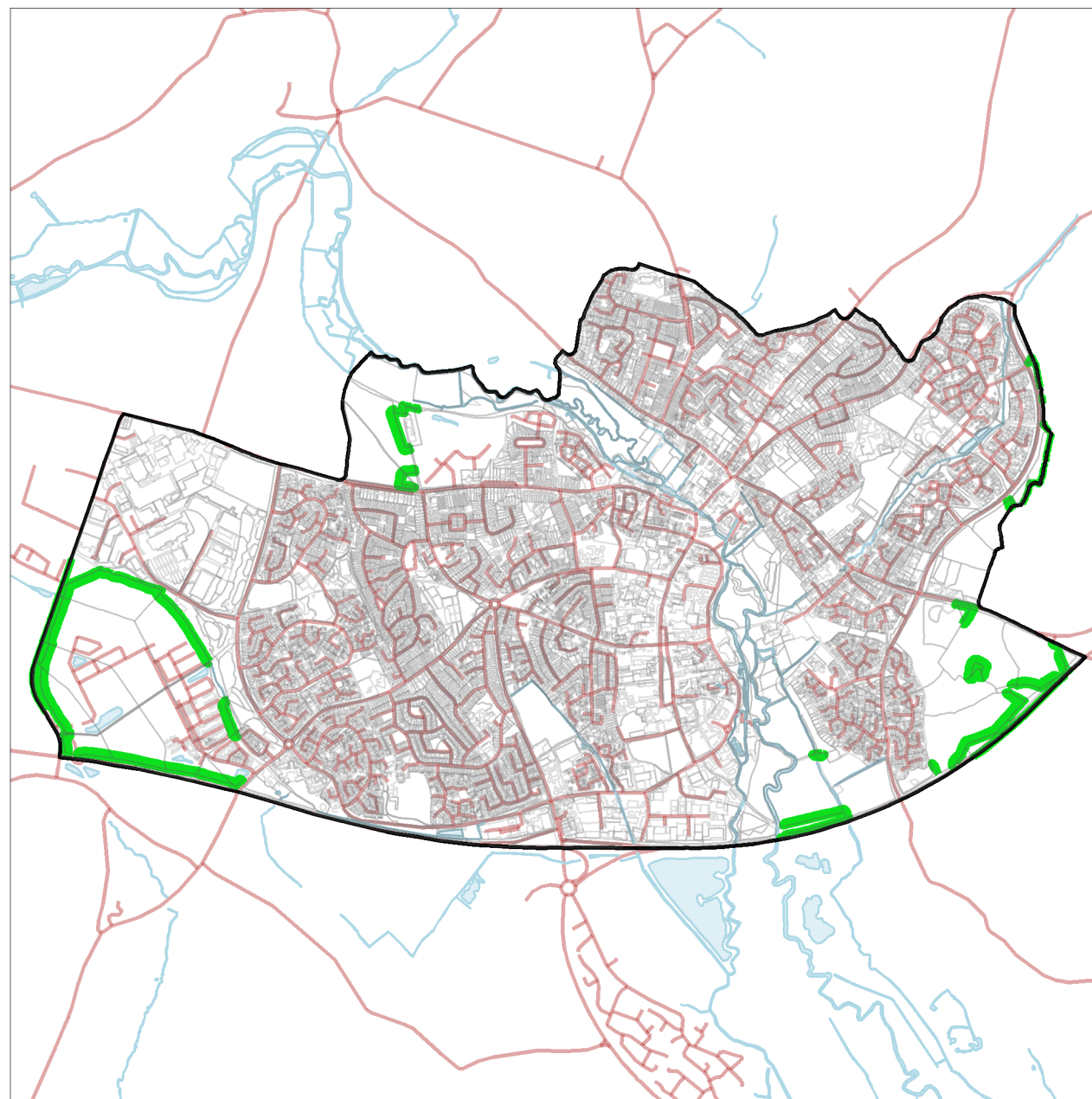
TREESCAPE OPPORTUNITIES

WOODLAND BUFFER OPPORTUNITIES

A relatively easy way to introduce trees onto the site may be to plant woodland strips around the edge of existing woodland. As the new trees are adjacent to existing woodland, the new woodland will be colonised by nature more rapidly, supporting biodiversity gains.

The map shows woodland buffer opportunities planted to 20 meters around all existing woodland areas. These total 10.1 hectares or 1% of the parish.

[Click here for Table](#)



KEY Woodland Buffer Opportunities

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TREESCAPE OPPORTUNITIES

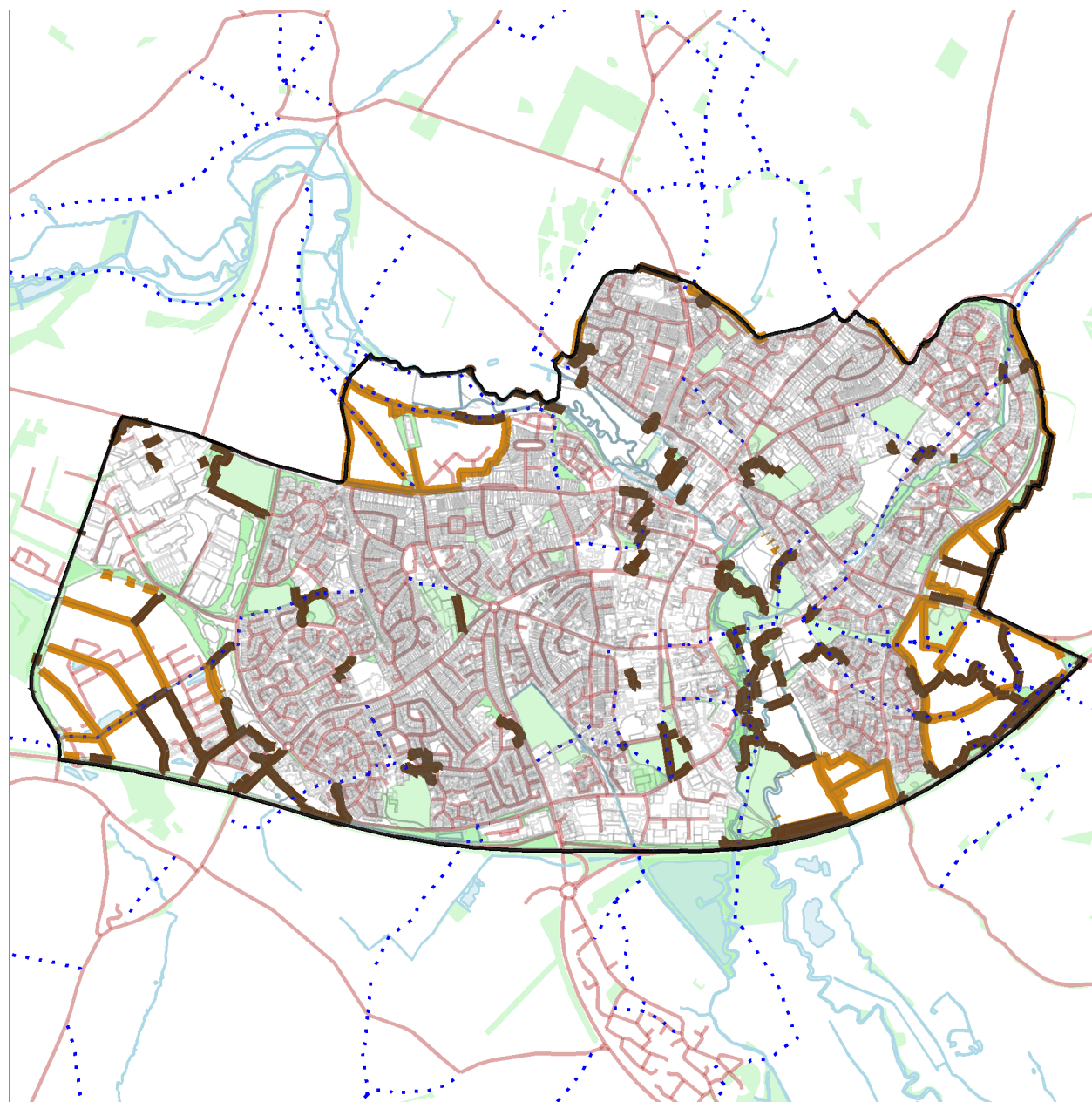
HEDGEROW OPPORTUNITIES

The map shows both the hedgerows currently in the parish and the opportunities for new hedges. (Please note that this data may not be as accurate as we would like and the hedge opportunities may be overstated).

We have assumed that all field boundaries can become hedges, however some may not be suitable. For instance, stone walls are a typical feature in the Cotswolds and especially so within the AONB.

These hedge opportunities total 13.9 kilometres and 40% of all field boundaries.

[Click here for Table](#)



KEY Existing Hedgerows Hedgerow Opportunities Public Right of Way

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TREESCAPE OPPORTUNITIES

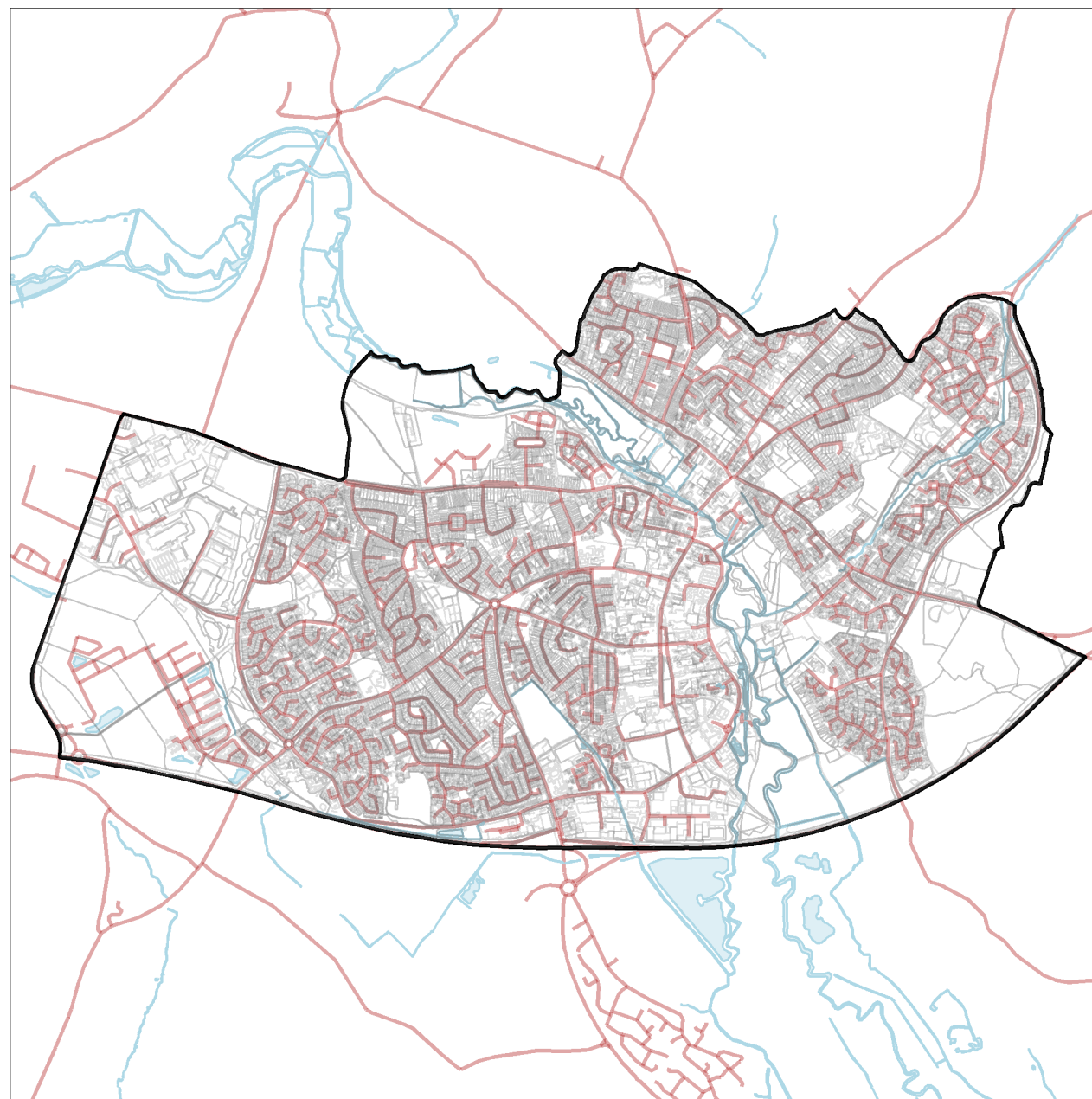
HEDGES ACROSS LARGE FIELDS

The map gives an impression of where it might be possible to introduce new hedges, by dividing larger fields. This is based on fields over 20 hectares, as we judge that these fields could be divided without overly interfering with farming operations.

These total 1 fields.

For pasture fields, dividing fields of less than 20ha with hedges can have animal welfare benefits in addition to the other benefits we highlight in this report.

[Click here for Table](#)



KEY Fields > 20 ha

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TREESCAPE OPPORTUNITIES

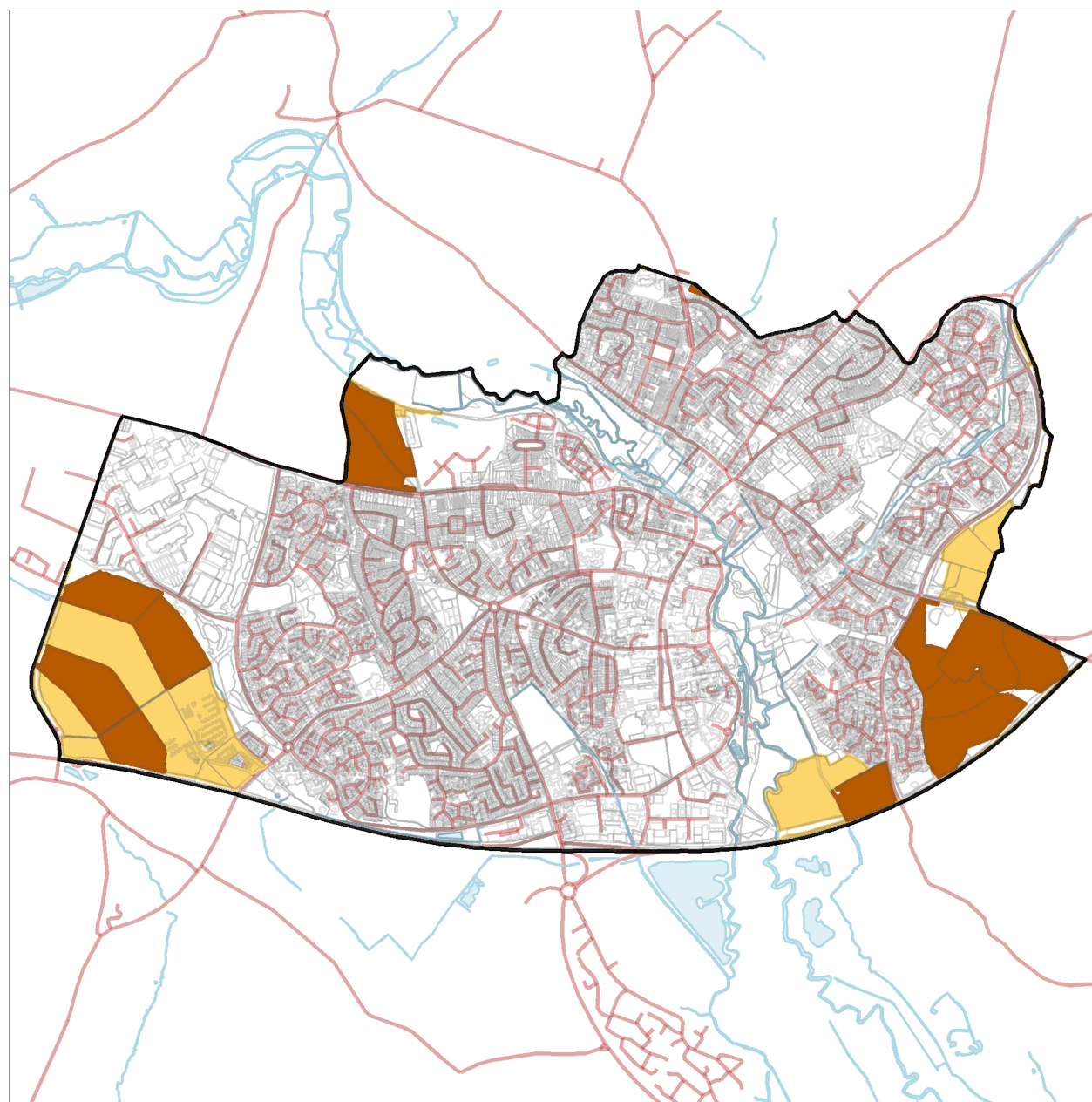
AGROFORESTRY

Agroforestry is the practice of introducing trees into farmed land that continues to be food producing. It is not as yet widely used as a farming system, but can help to make farmed land more resilient to weather extremes.

The map shows areas suitable for silvoarable and/or silvopasture production, based on the grade of the land. These total 123.8 hectares or 13% of the site.

Examples of agroforestry practice are given in the [Treescapes Guide](#). This video [Agroforestry: Farming for the Future](#) provides a useful brief introduction.

[Click here for Table](#)



KEY  Silvoarable Opportunities  Silvopasture Opportunities  Both

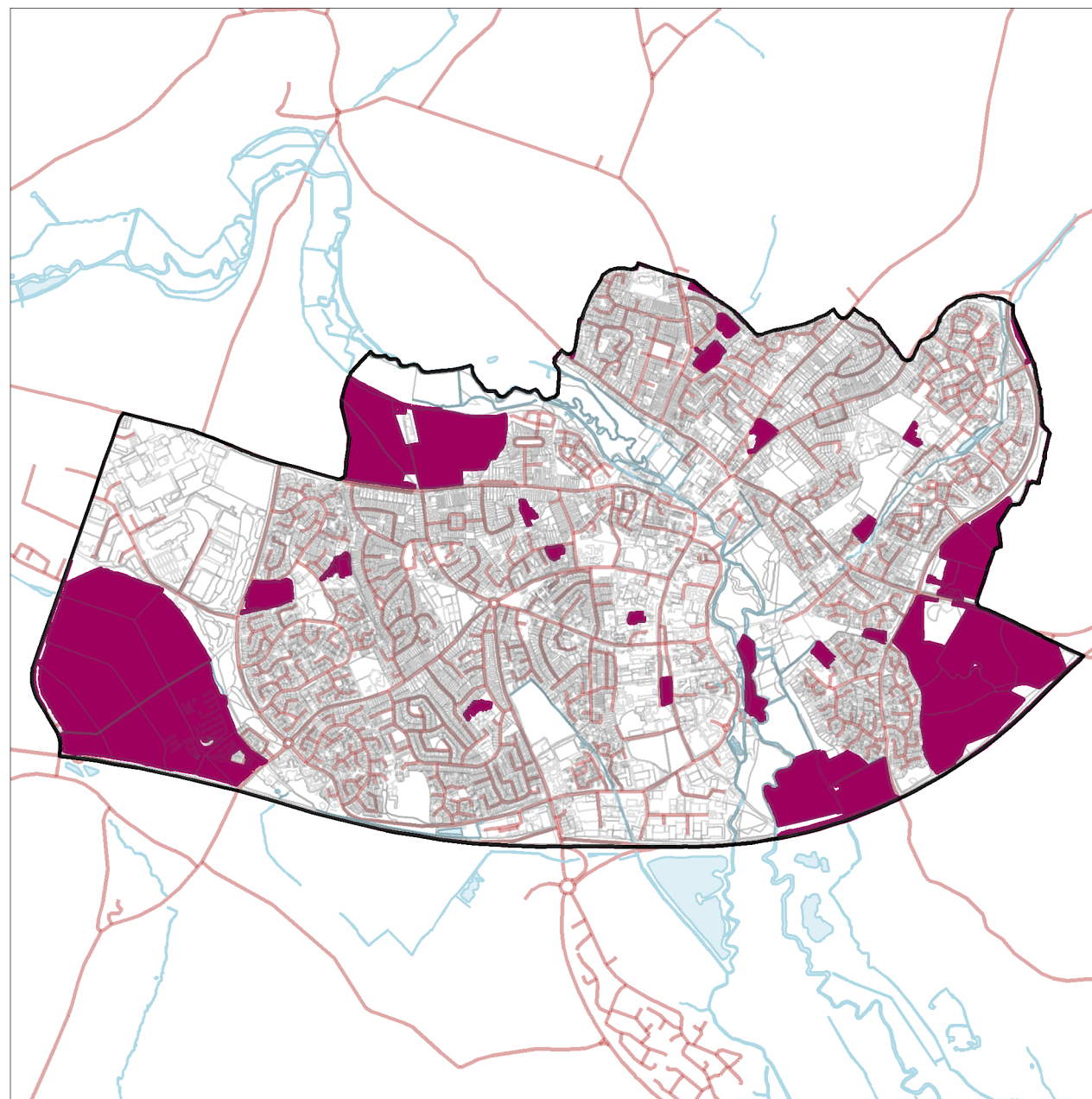
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TREESCAPE OPPORTUNITIES

COMMUNITY ORCHARDS

Community orchards are small areas of from 0.25 to 0.5 hectares usually planted to apple or pear trees. They are run by local community enthusiasts and are dependent on their energy and interest. If you are interested to establish one, CAG Oxfordshire can put you in touch with community groups with experience of running community orchards in Oxfordshire.

The map shows suitable areas within Witney that are within easy reach of nearby towns and villages. An awkward corner might be a good place to consider for an orchard.



KEY ■ Community Orchard Opportunities

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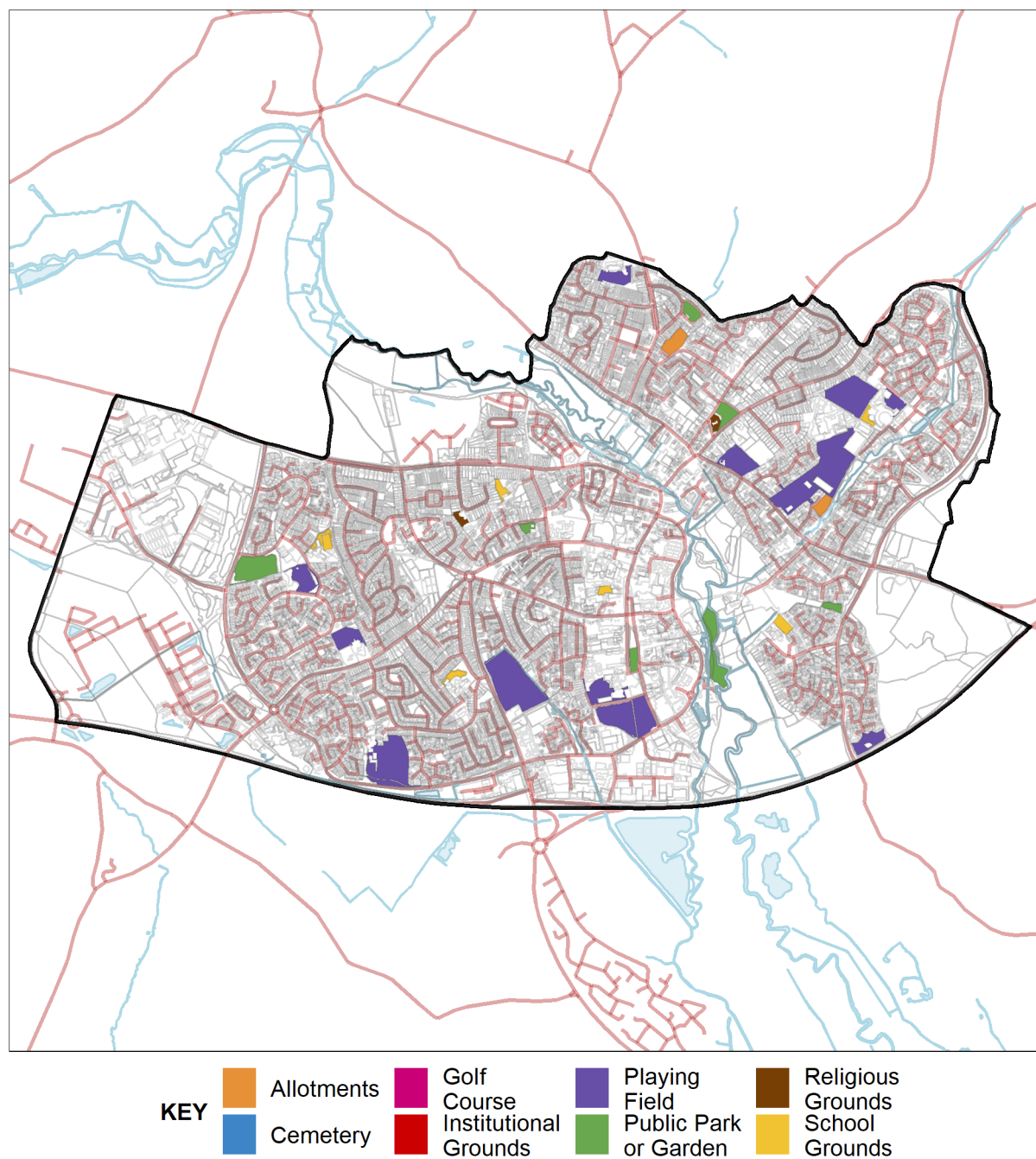
TREESCAPE OPPORTUNITIES

TREES IN OPEN SPACES

Within your parish there are likely to be a number of public and community spaces that may be suitable for trees. These total 39.4 hectares.

Our maps do not show existing tree cover in these spaces. If you are interested to know this please [contact us](#) as we may be able to supply you with this information. This may also help you identify street and garden tree opportunities. However, there would be a charge for this data.

If you are interested in establishing trees in any of these sites you should contact the county or district council's tree officer. See [here](#) for contact details.



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Benefits of Treescapes

Measuring the benefits of natural capital

The benefits we have chosen to map are those that both best align with ELMS and are easiest to measure, alongside **food production** and **timber production**:

- **Biodiversity** supports farming activities, through pollination, building soil health and encouraging wildlife. We measure biodiversity in units, using an adapted version of DEFRA's Biodiversity Metric 2.0. This will be used to calculate uplift in biodiversity units for planning gain purposes if and when the Environment Bill becomes law.
- **Carbon capture** can offset emissions from other activities. We measure CO2 capture using a rate per hectare for each treescape.
- **Natural flood management, soil erosion, and water quality.** Trees can help manage storm water on your land by stabilising the soil and trapping sediment, improving water quality by breaking down pollutants and encouraging water to filter through the soil. We measure natural flood management by the hectareage sited within the areas that deliver this benefit, using maps provided by the Environment Agency.
- **Air pollution and noise reduction.** Woodland and hedges can trap the two major air pollutants in the UK, Particulate Matter (PM2.5) and Nitrogen Dioxide (NO2), as well as reducing noise. We measure air pollution reduction by the hectareage sited within high pollution areas, using maps provided by DEFRA.
- **Recreation and wellbeing.** Research shows that time spent in woodland or grassland areas can play a valuable role in improving mental health and accelerating convalescence. We measure wellbeing by the hectareage of woodland or species-rich grassland sited in an area that already has a public path.

The benefits of treescapes

	WOODLAND	SPECIES-RICH GRASSLAND	HEDGEROWS	SILVOPASTURE	SILVOARABLE	COMMUNITY ORCHARDS
Food production						
Biodiversity uplift						
Carbon capture and storage						
Flood management and soil erosion control						
Recreation and wellbeing						
Air quality and noise reduction						
Timber production						
TOTAL BENEFITS (OUT OF 7)	6	5	4	4	4	5

The draft Oxfordshire Nature Recovery Network (NRN)

The UK Government's 25-Year Environment Plan proposes a national Nature Recovery Network which is intended to improve, expand, and connect habitats, address wildlife's decline and provide wider environmental benefits for people and to enhance biodiversity. The draft Oxfordshire NRN impacts on treescape placement.

Oxfordshire's NRN is expected to divide the county into three areas:

1. **Core areas** made up of existing protected sites. These are the most valuable areas for wildlife and biodiversity in the county. They are not suitable for treescapes.
2. **Recovery areas** that both extend and link the core areas, providing a network that allows plant and animal species to travel more freely across the county. These should be a priority for the introduction of treescapes and other nature-based initiatives.
3. **The wider landscape** covering the rest of the county, which can also play an important nature recovery role.

Around 60% of Oxfordshire's draft NRN is used for farming. Government is likely to put Incentives in place to encourage land managers in the NRN to work with nature in their farming systems.

TREESCAPE BENEFITS

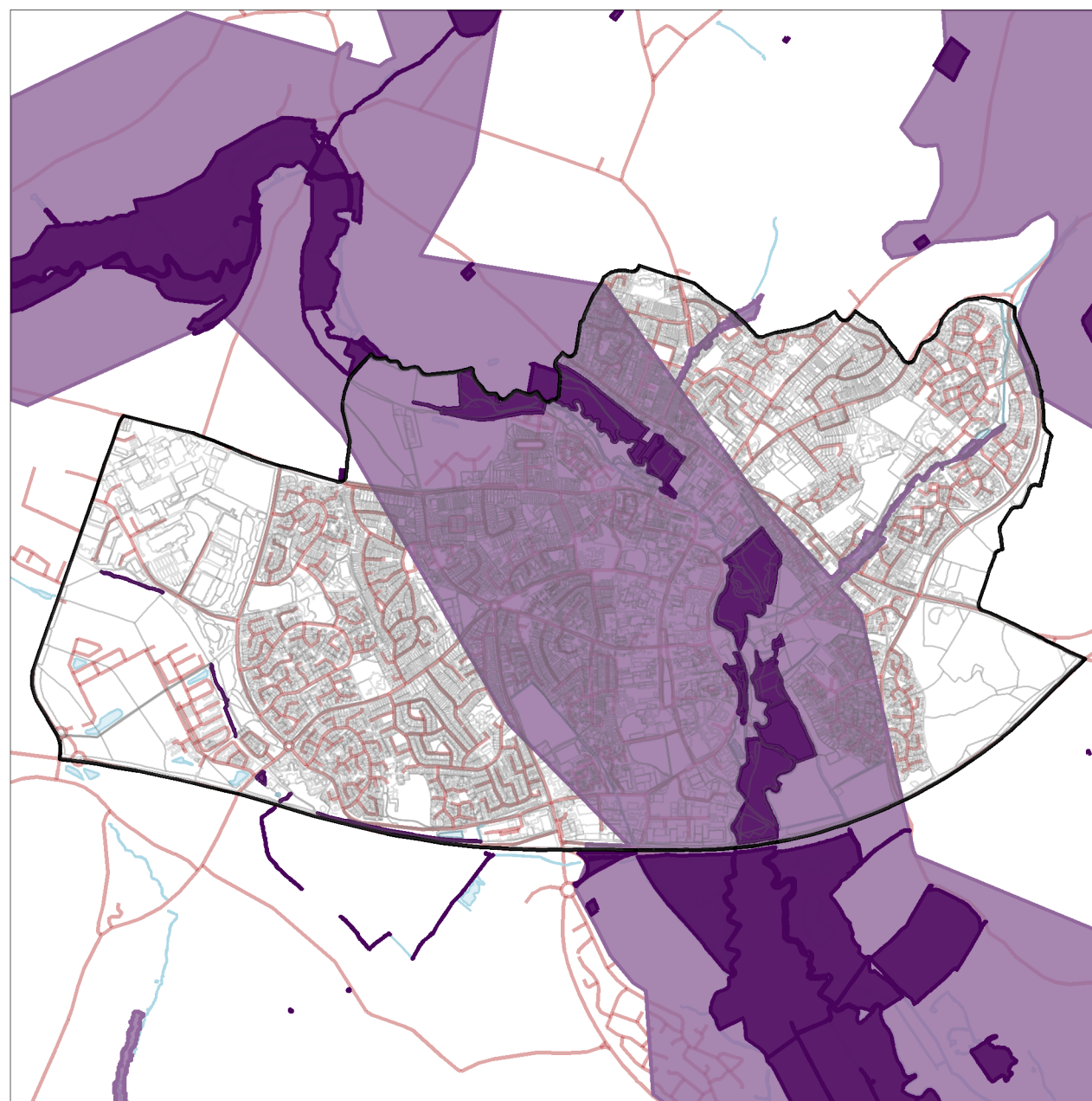
THE NATURE RECOVERY NETWORK



The map and table show the extent to which fields on the site fall into or partly overlap with the Oxfordshire NRN Core and Recovery zones. This may mean that the NRN areas stated are greater than those shown on the map.

In our maps, biodiversity uplift is higher in the Recovery zone and highest in areas bordering Core zones.

288.5 hectares or 31% of this parish is within the NRN.

[Click here for Table](#)



KEY  Core  Recovery

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TREESCAPE BENEFITS

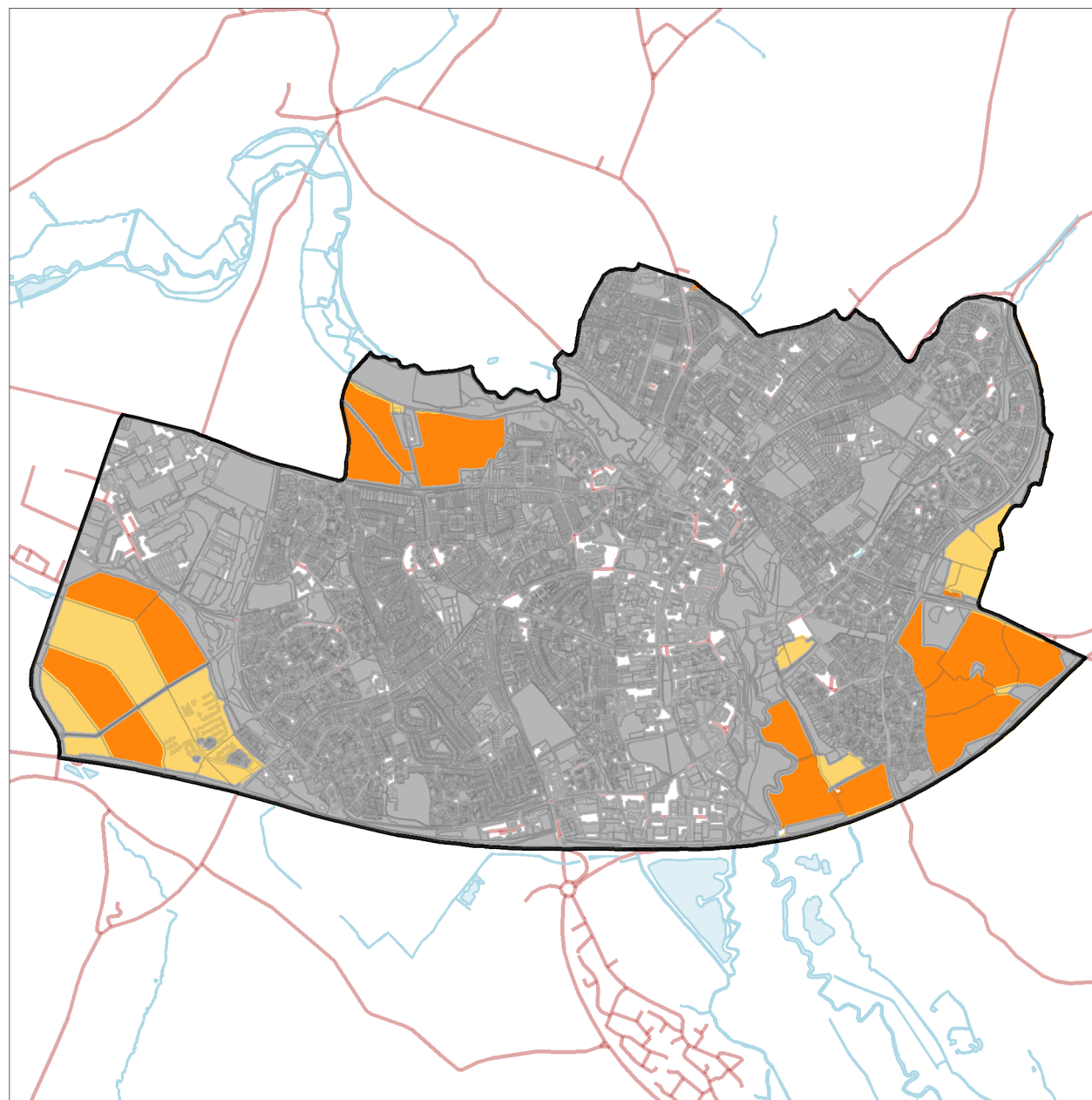
MEASURING BIODIVERSITY

In the slides that follow, we have applied a version of DEFRA's Biodiversity Metric 2.0 to show the biodiversity net gain that every treescape placement offers.

These scores are higher when treescapes are placed on pasture rather than on arable land.

We have assumed the existing arable or pasture use of the parish to be as per this map. This data is hard to gather, so if this is incorrect, please let us know.

[Click here for Table](#)



KEY Existing Arable Existing Pasture Other

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TREESCAPE BENEFITS

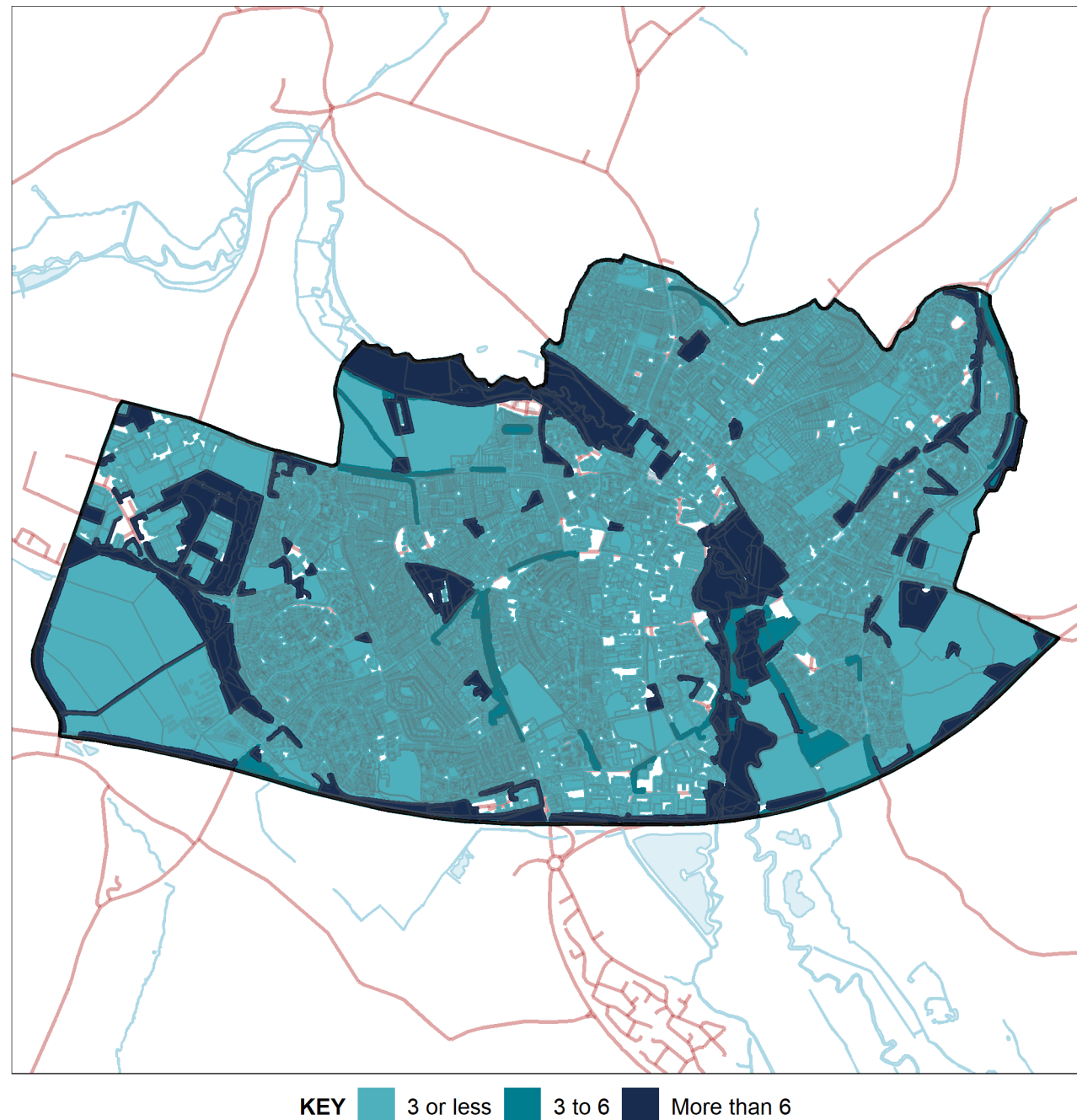
CURRENT BIODIVERSITY

The map shows the biodiversity units per hectare of the parish under its current use.

Areas within the Nature Recovery Network score higher and those neighbouring a Nature Recovery Core area score higher still.

Also, pastureland scores higher than arable land.

[Click here for Table](#)



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TREESCAPE BENEFITS

BIODIVERSITY OPPORTUNITIES - WOODLAND

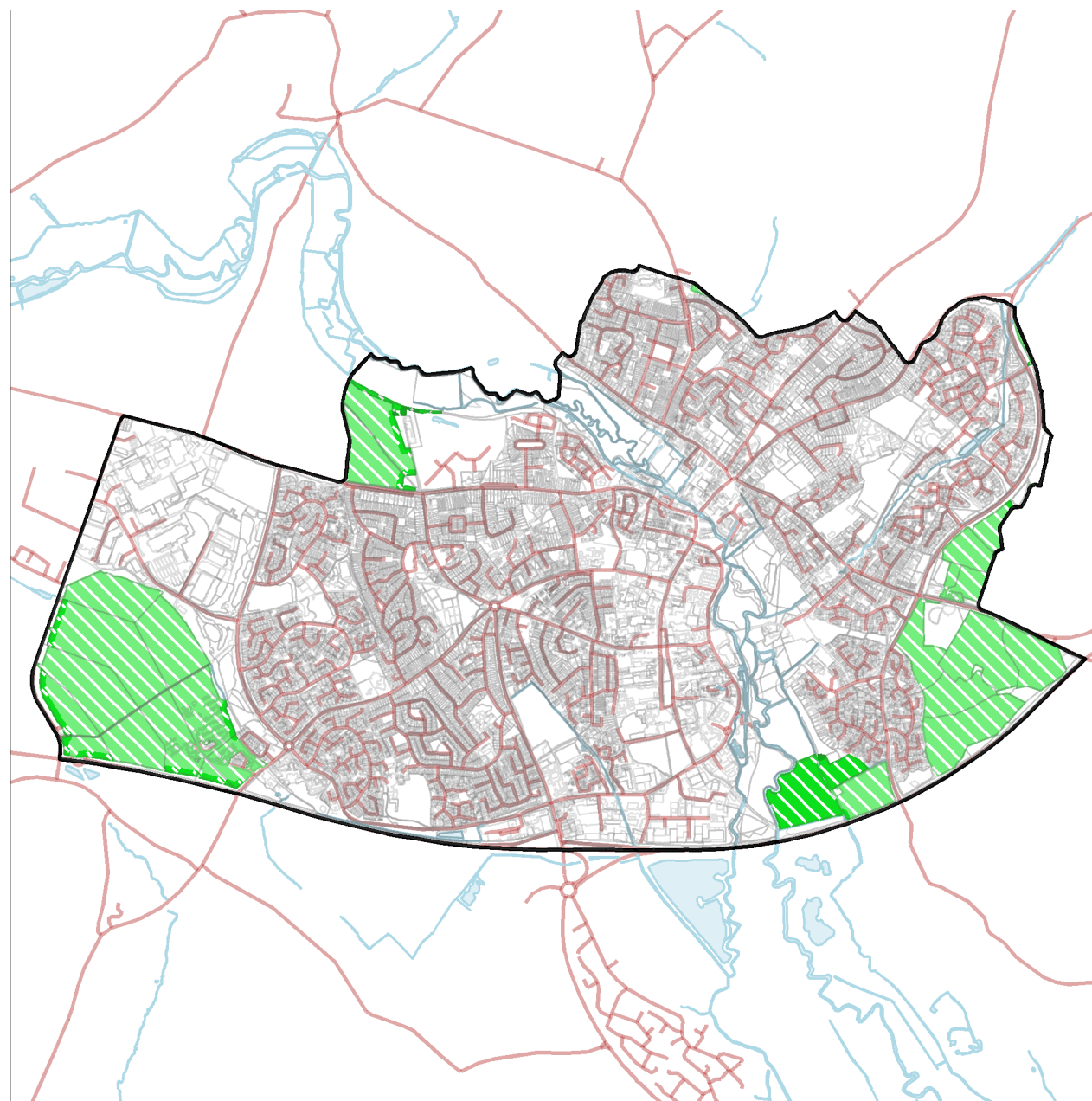
The map shows where the placement of woodland will deliver different levels of biodiversity uplift.

This is measured in the uplift in biodiversity units per hectare over the current use.

Conversion of pastureland to woodland scores higher than conversion of arable.

Woodland buffers have a higher biodiversity score than other woodland opportunities as wildlife from adjacent woodland can colonise them more rapidly.

[Click here for Table](#)



KEY  3 to 3.6  3.6 to 4  4 & Above

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TREESCAPE BENEFITS

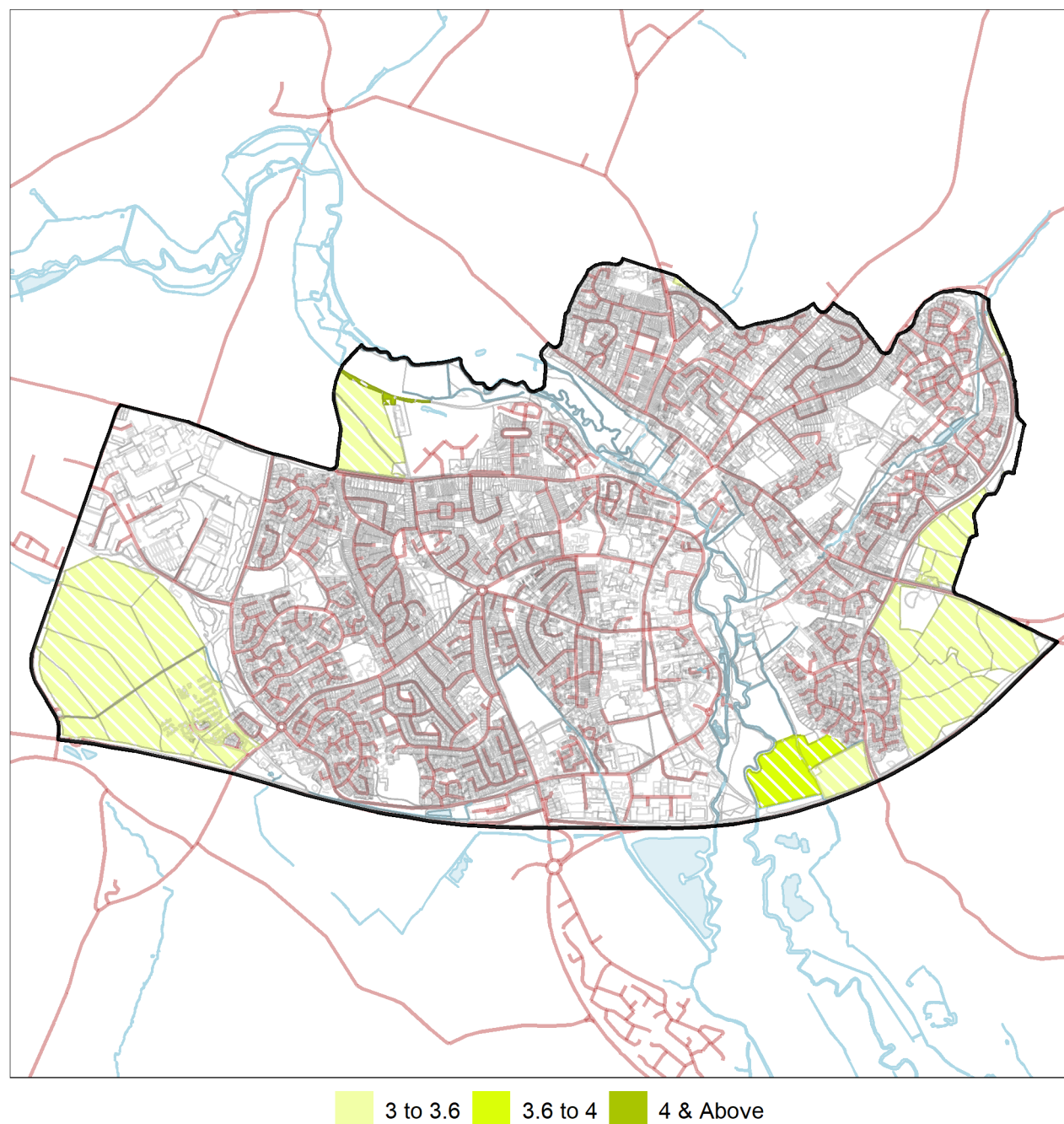
BIODIVERSITY OPPORTUNITIES - SPECIES RICH GRASSLAND

The map shows where the placement of species-rich grassland will deliver different levels of biodiversity uplift.

This is measured in the uplift in biodiversity units per hectare over the current use.

Conversion of pastureland to species-rich grassland scores higher than the conversion of arable land.

[Click here for Table](#)



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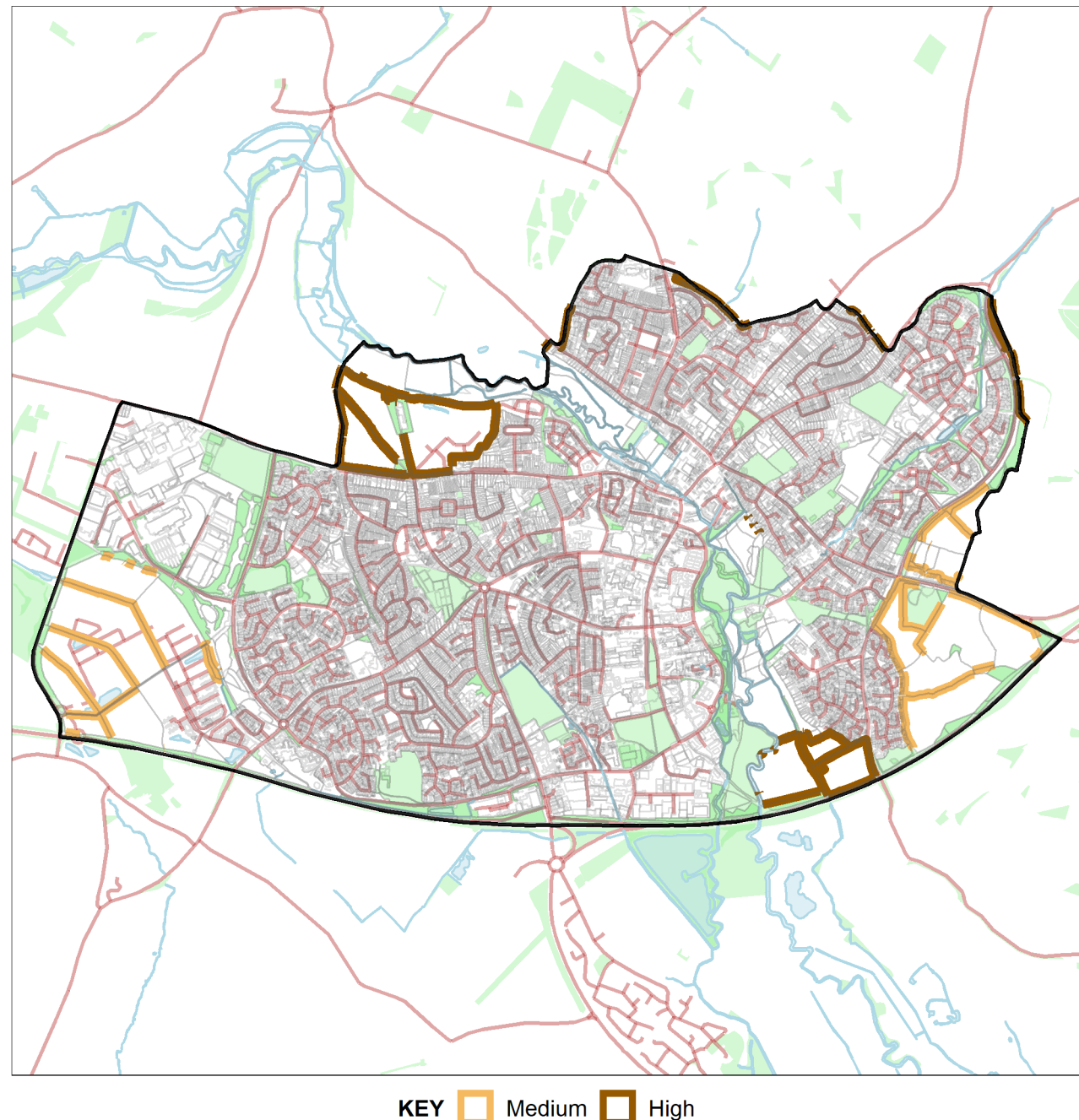
TREESCAPE BENEFITS

BIODIVERSITY OPPORTUNITIES - HEDGEROWS

The map shows where the placement of hedgerows will deliver different levels of biodiversity uplift.

New hedges can join to existing hedges and woodlands or grasslands to form an unbroken network. This speeds up natural colonisation and allows wild and plant life to move across the landscape more easily. This strengthens biodiversity.

[Click here for Table](#)



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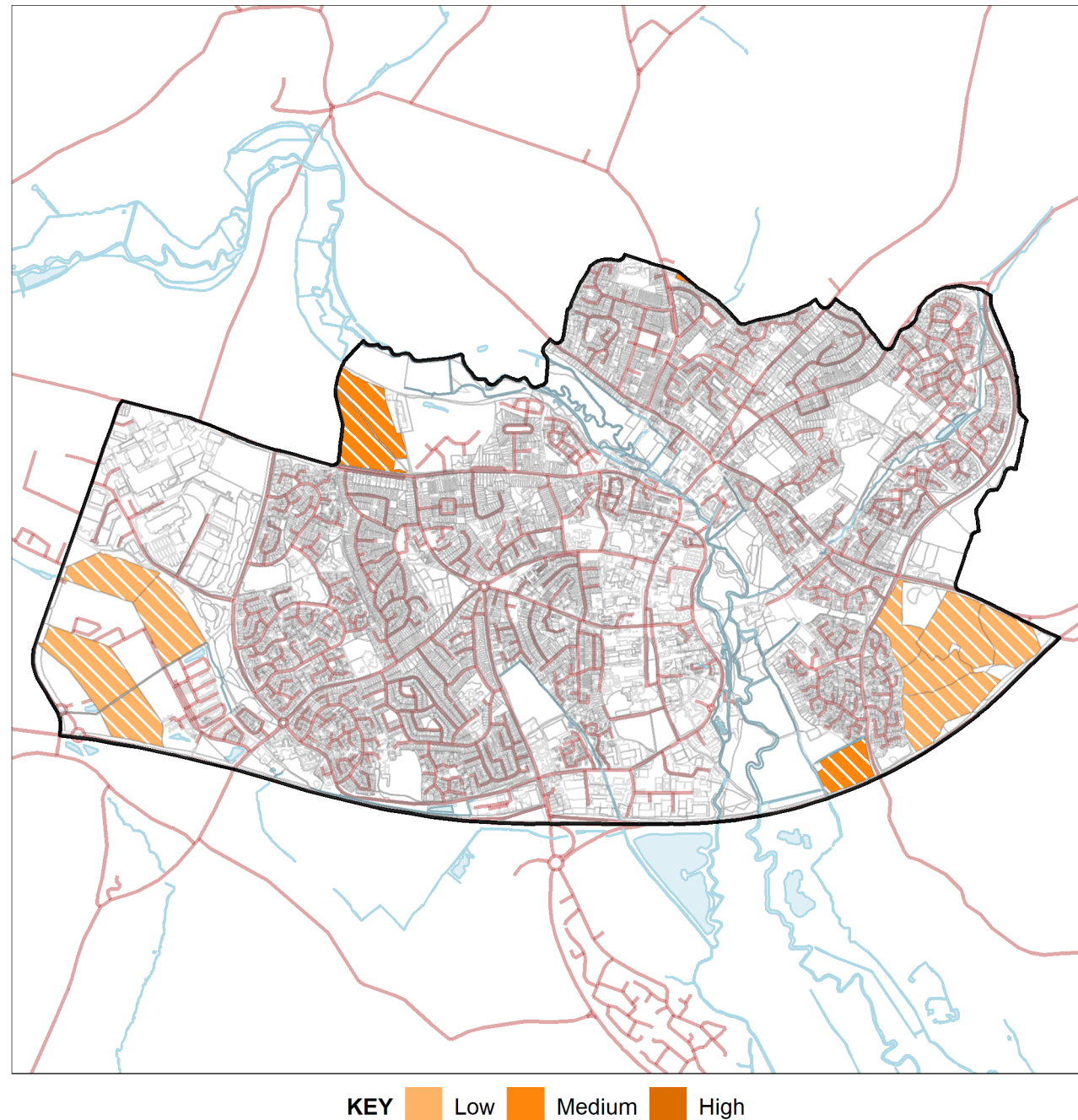
TREESCAPE BENEFITS

BIODIVERSITY OPPORTUNITIES - SILVOARABLE

The map shows where the placement of silvoarable farming systems will deliver different levels of biodiversity uplift.

This would increase biodiversity while still maintaining food production.

[Click here for Table](#)



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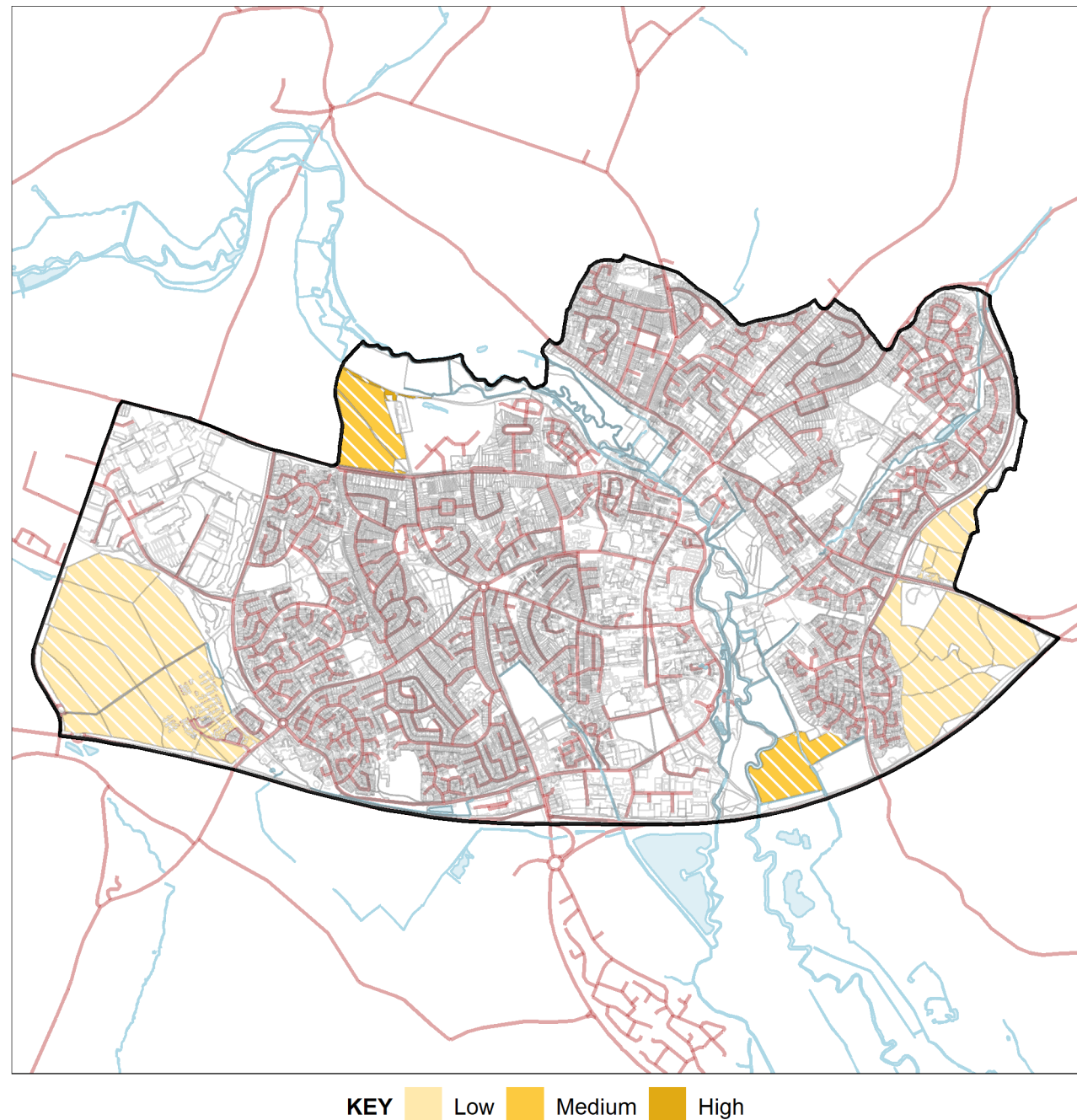
TREESCAPE BENEFITS

BIODIVERSITY OPPORTUNITIES - SILVOPASTURE

The map shows where the placement of silvopasture farming systems will deliver different levels of biodiversity uplift.

This would increase biodiversity while still maintaining food production.

[Click for Table](#)



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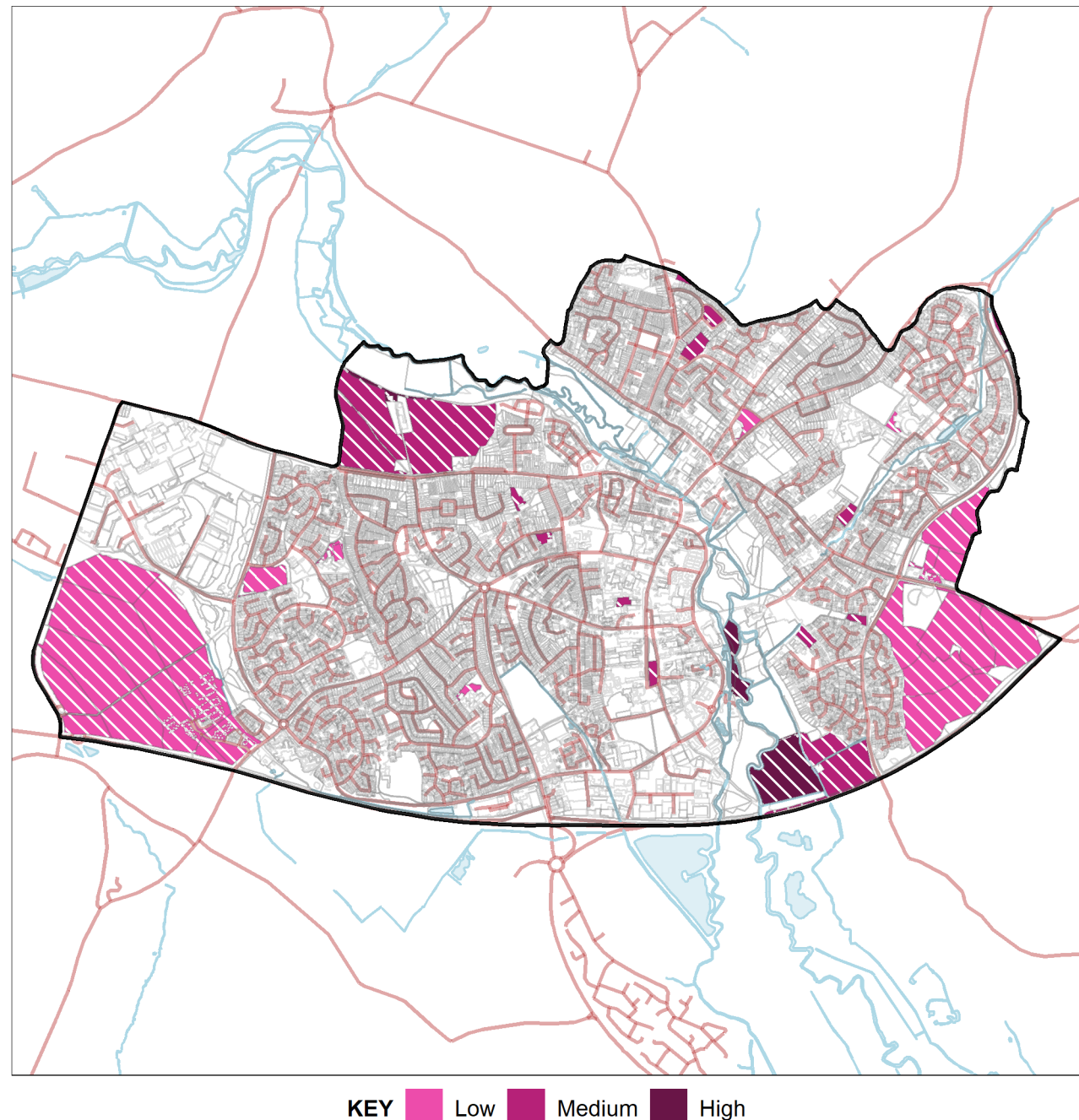
TREESCAPE BENEFITS

BIODIVERSITY OPPORTUNITIES – COMMUNITY ORCHARDS

The map shows where the placement of community orchards will deliver different levels of biodiversity uplift.

This would increase biodiversity while still maintaining food production while also bringing recreation, wellbeing and other benefits.

[Click for Table](#)



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Planning for biodiversity on Witney parish

The assessment for this site shows:

- Current land use in the parish gives a score of 1751 biodiversity units. If all of the interventions we suggest were applied, the maximum biodiversity uplift which could be achieved for the parish would be 618 units, an increase of 35%.
- Woodland gives the largest biodiversity uplift but will take land out of cultivation. However, there may be parts of cultivated fields which are unreliable for crop production, in which case establishing copses in field corners or shelter belts might be attractive options.
- Agroforestry can increase biodiversity while allowing food production to continue. It will also increase the resilience of your land.
- Managing existing hedgerows in a more wildlife friendly way and adding new hedges would add further biodiversity and may cause only limited disruption to farming activities.
- Adding trees to existing public open spaces can add to biodiversity too.

Carbon capture and storage

The National Farmers Union is aiming for agriculture to be carbon neutral by 2040. Our maps allow you to calculate the proportion of these emissions that would be offset by the establishment of treescapes, showing you the role that your parish can play in taking Oxfordshire's agriculture carbon neutral.

We estimate average UK carbon emissions from intensive farming operations as being 5 tonnes of CO₂ equivalent (tCO₂e) per hectare of farmland. Actual emissions may be higher or lower depending on farm practice. Farmers can make a more accurate calculation for their farm by using either the [Cool Farm Tool](#), the [Farm Carbon Calculator](#) or [Agrecalc](#). All are free to use. For a comparison of these methods see [here](#).

Based on this average, the Net Zero target for carbon emissions from the 141.6 ha of farmed land on Witney parish before any carbon capture or storage from treescapes is 708 tCO₂e per year. This farmed land makes up 15 % of the parish.

If Witney parish were to maximise all existing woodland and hedgerow and all opportunities this would capture 2982 tCO₂e per year or 421% of the parish's estimated emissions.

[Click here for Table](#)

Natural Flood Management (NFM)

The Environment Agency has produced maps showing where interventions in the Thames catchment can be made to best control flooding. We have used these maps to show where our treescapes could be placed. NFM can be delivered by wooded areas, hedges, community orchards or agroforestry in any of 2 ways:

- **River catchment** planting slows surface water runoff and improves water infiltration into the ground.
- **Riparian planting** close to watercourses slows the flow into the channel by increasing surface roughness.

More detail on each form of flood management and how it can help to control flooding can be provided on request.

TREESCAPE BENEFITS

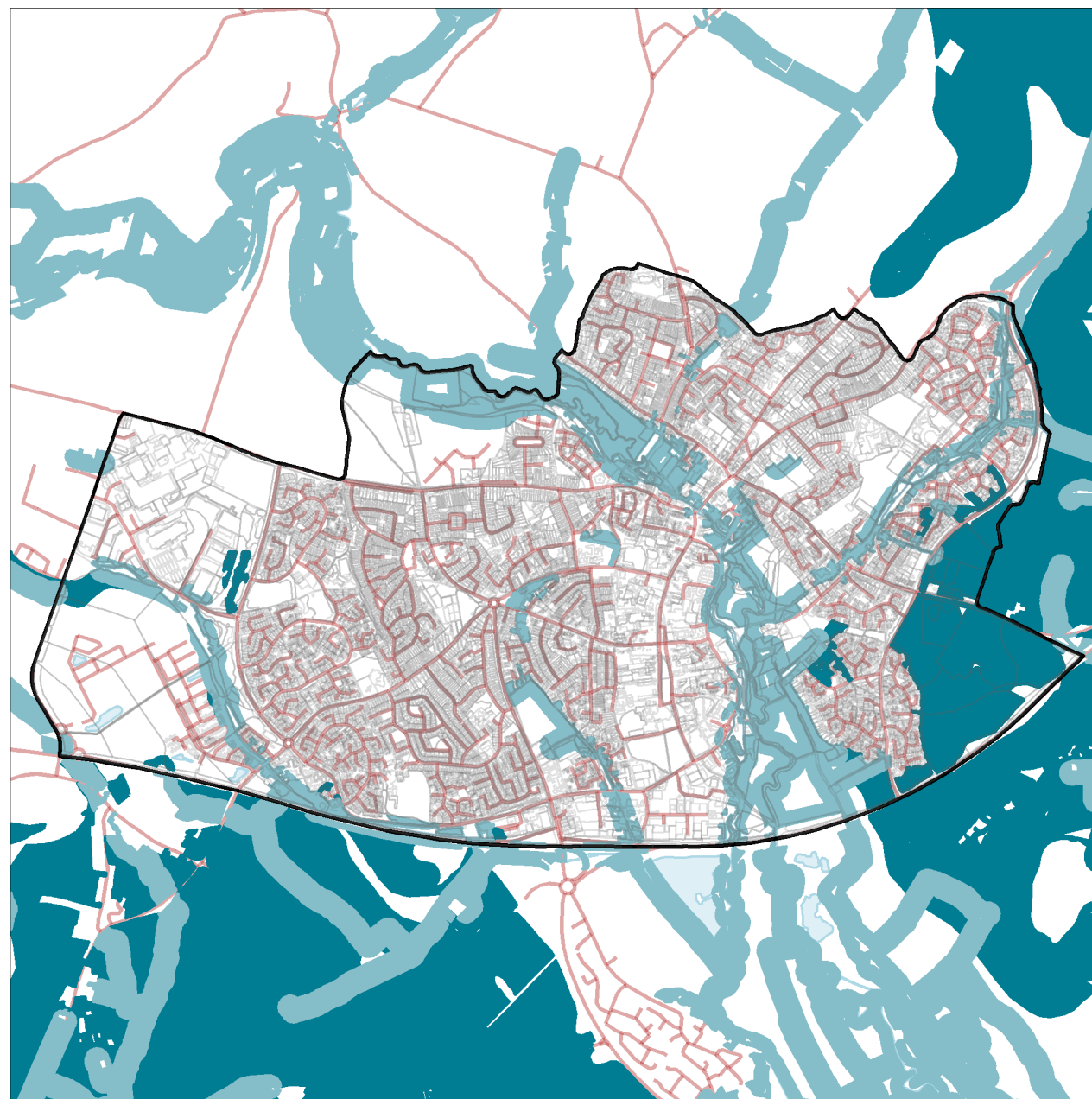
NATURAL FLOOD MANAGEMENT AREAS

This map shows fields where woodland, species-rich grassland, hedgerows, community orchards or agroforestry could deliver natural flood management benefits (NFM).

These can be either riparian areas along water courses or woodlands or species-rich grasslands in catchment areas.

These total 152.6 hectares or 17% of the site.

[Click here for Table](#)



KEY Catchment Riparian

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TREESCAPE BENEFITS

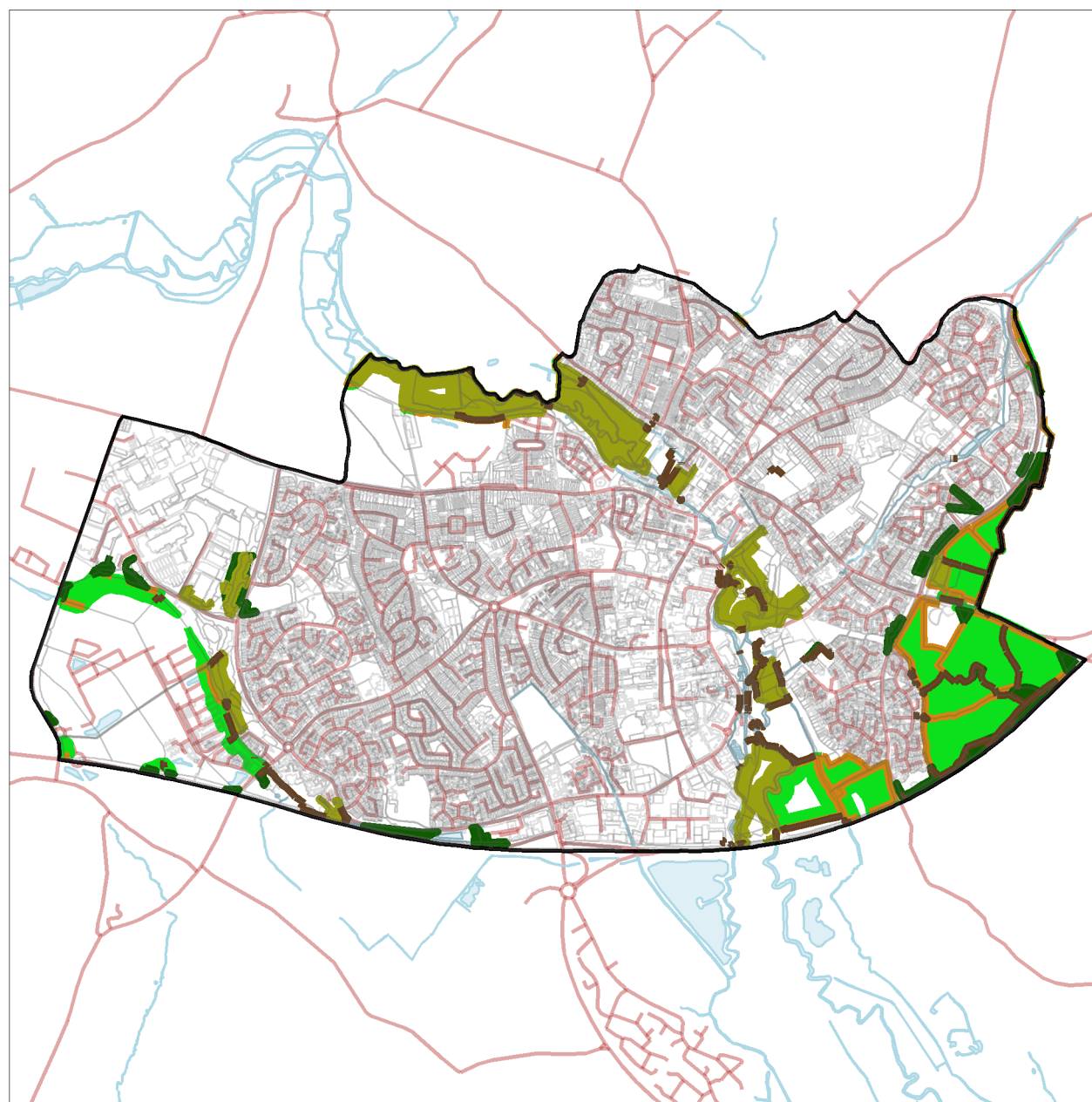
CURRENT NATURAL FLOOD MANAGEMENT

The map shows where woodland, hedgerows and grassland are currently delivering NFM benefits and where there are further opportunities to do so.

Currently, 17% of all woodland, 38% of grassland and 51.2% of all hedgerow NFM opportunities are delivered.

Introducing agroforestry schemes in these areas would also bring NFM benefits. See the table associated with this map for areas in hectares.

[Click here for Table](#)



KEY Existing Grassland Existing Hedges Hedgerow Opportunities Existing Woodland Woodland & Grassland Opportunities

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TREESCAPE BENEFITS

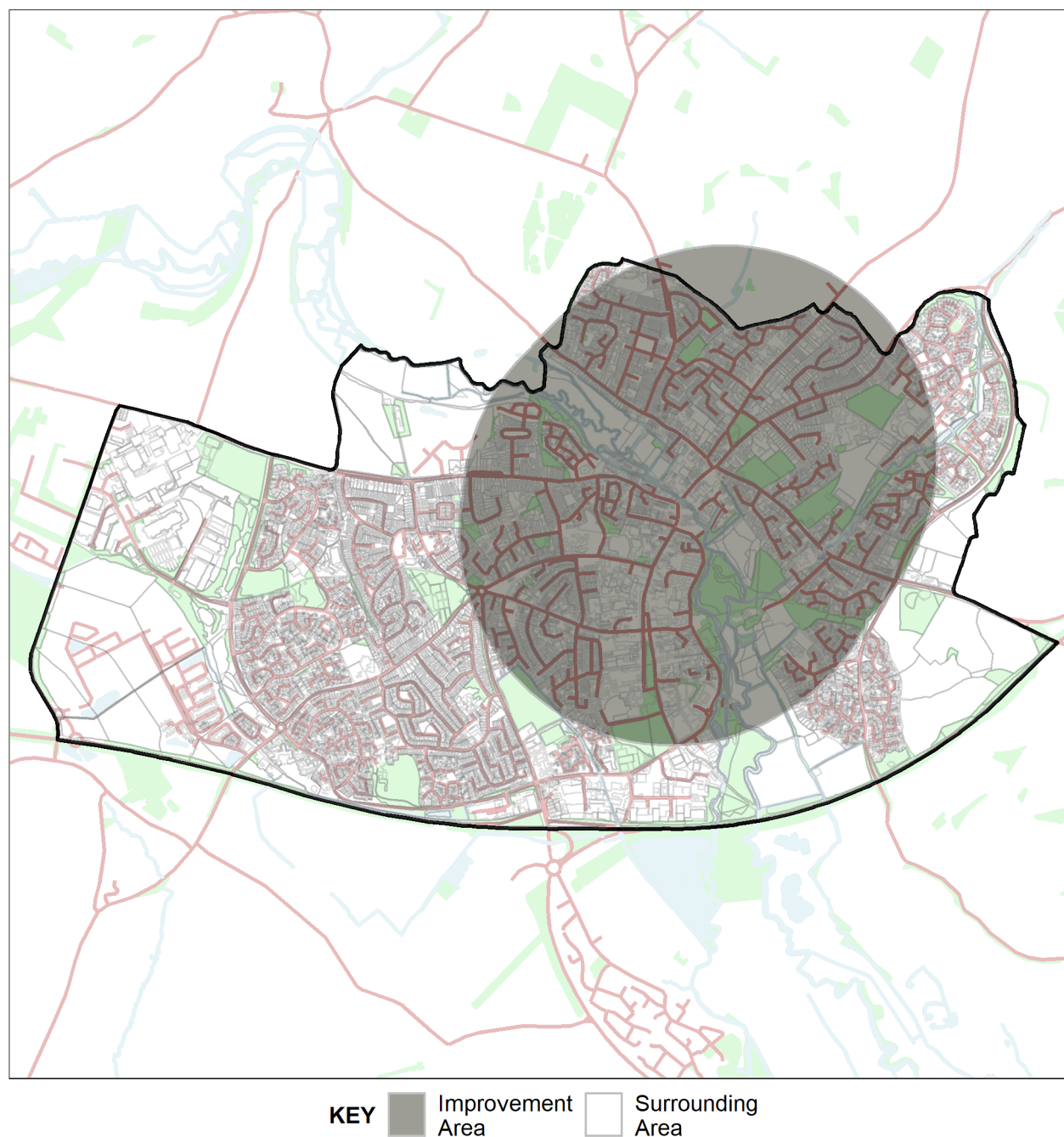
AIR QUALITY IMPROVEMENT AREAS

The map shows where woodland, hedgerows and trees in open spaces would deliver improvements to air quality. These cover 289.2 ha or 31% of the site.

A hedge or barrier of trees of 15 metres or more can cut noise, prevent pollution travelling and filter some of it out. For example, pollution might drift from a road to a school playground or park.

We have mapped woodland within one kilometre of known high pollution areas that have levels of particulate matter above $10 \mu\text{g}/\text{m}^3$ or that are recognised Air Quality Management Areas (AQMAs).

[Click here for Table](#)



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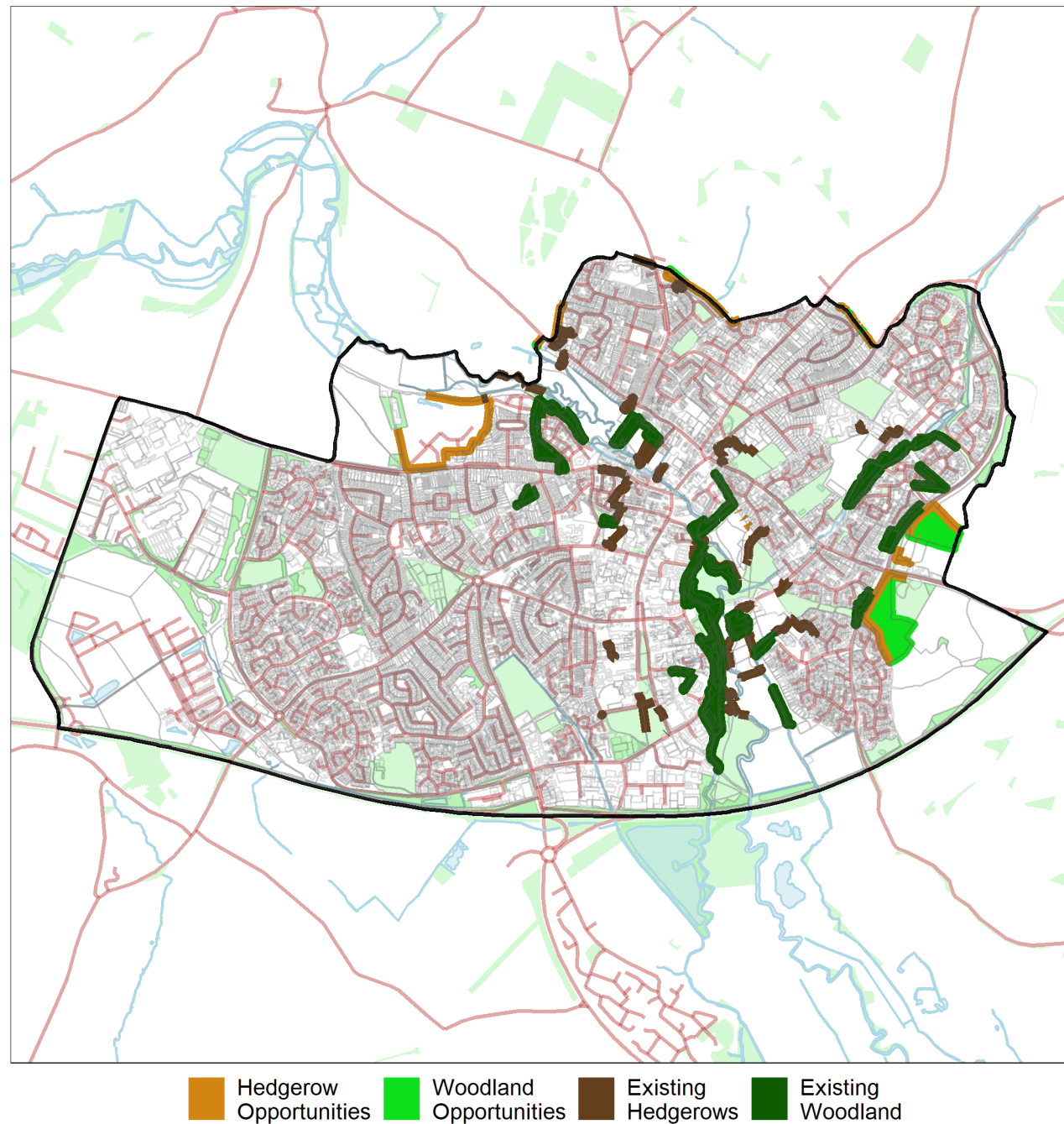
TREESCAPE BENEFITS

AIR QUALITY BENEFITS

The map shows where woodland and hedgerows are currently delivering air quality benefits and where there are further opportunities to do so.

Currently 1 % of all woodland and 19% of all hedgerow air quality opportunities are delivered.

[Click here for Table](#)



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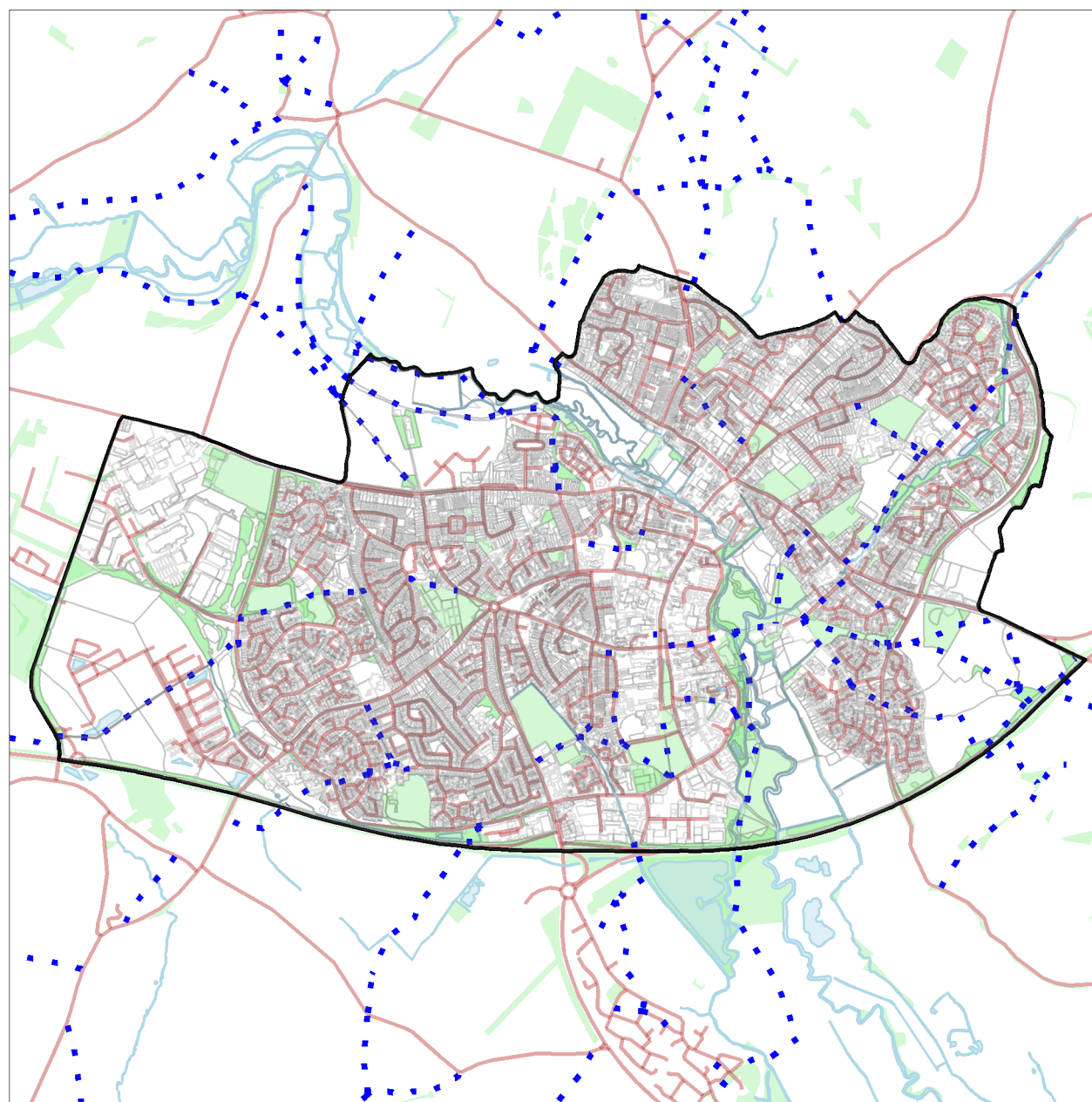
TREESCAPE BENEFITS

RECREATION AND WELLBEING

We have mapped recreation and wellbeing benefits as delivered by woodland, community orchards and species-rich grassland when sited in areas that already contain a public path, as this means that the area is publicly accessible.

This map shows the public paths through the parish.

There are an increasing number of funding options available to landowners to help them provide manageable access on public and new permissive footpaths.



■ ■ Public Right of Way

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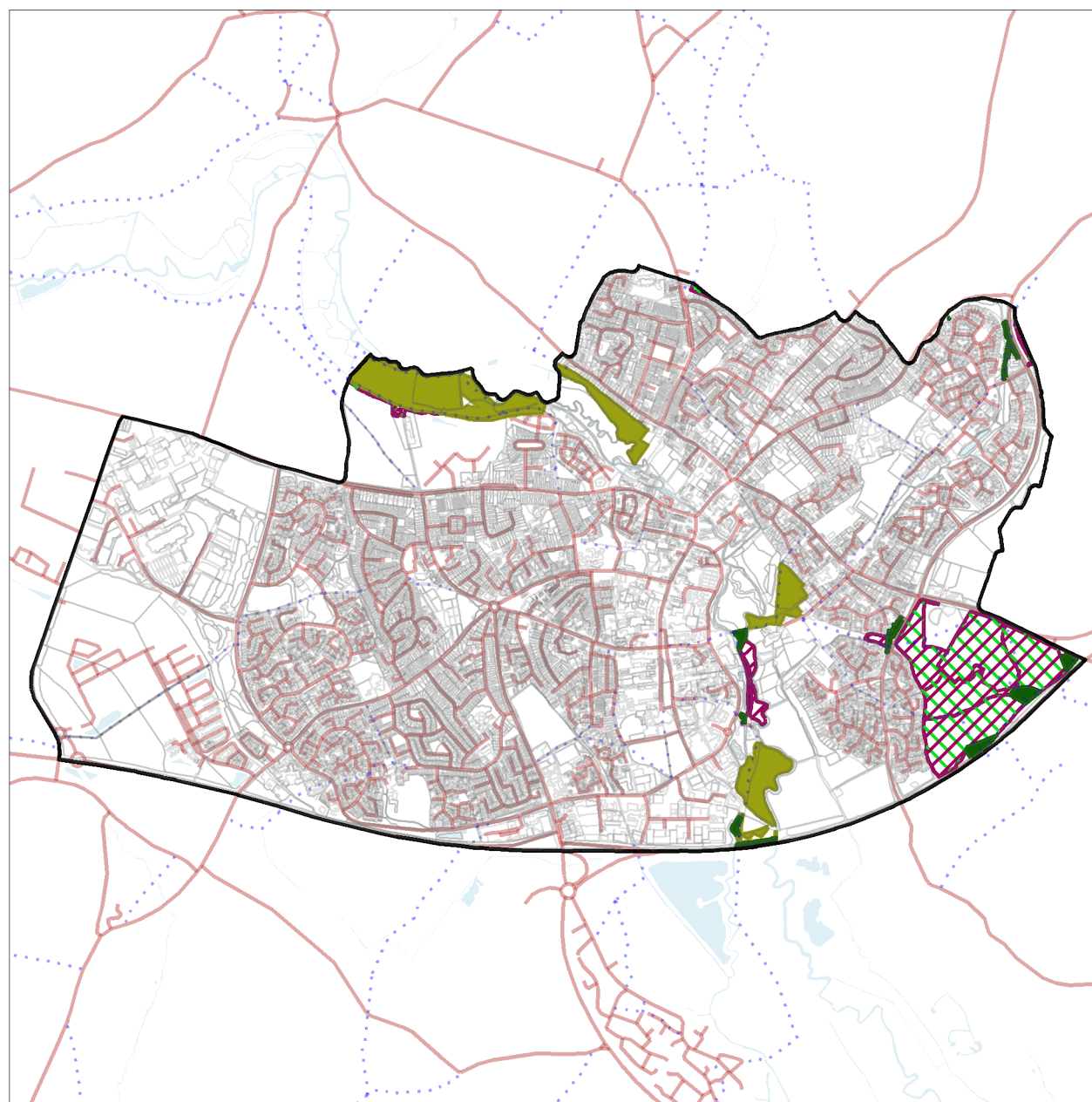
TREESCAPE BENEFITS

RECREATION AND WELLBEING - WOODLAND, SPECIES RICH GRASSLAND AND COMMUNITY ORCHARDS

This map shows where current woodland and species-rich grassland and the placement of new woodland, grassland or community orchards will deliver this benefit.

There can be some overlap between the opportunities and current benefits.

[Click here for Table](#)





KEY  Community Orchard Opportunities  Existing Grassland  Existing Woodland  Woodland & Grassland Opportunities

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Multiple
benefit areas

Multiple benefits from land use change

	WOODLAND	SPECIES-RICH GRASSLAND	HEDGEROWS	SILVOPASTURE	SILVOARABLE	COMMUNITY ORCHARDS
Natural flood management						
Recreation and wellbeing						
Air quality and noise reduction						
Higher levels of biodiversity uplift						
MAXIMUM POSSIBLE NUMBER OF LOCATION SPECIFIC BENEFITS	4	3	3	2	2	3

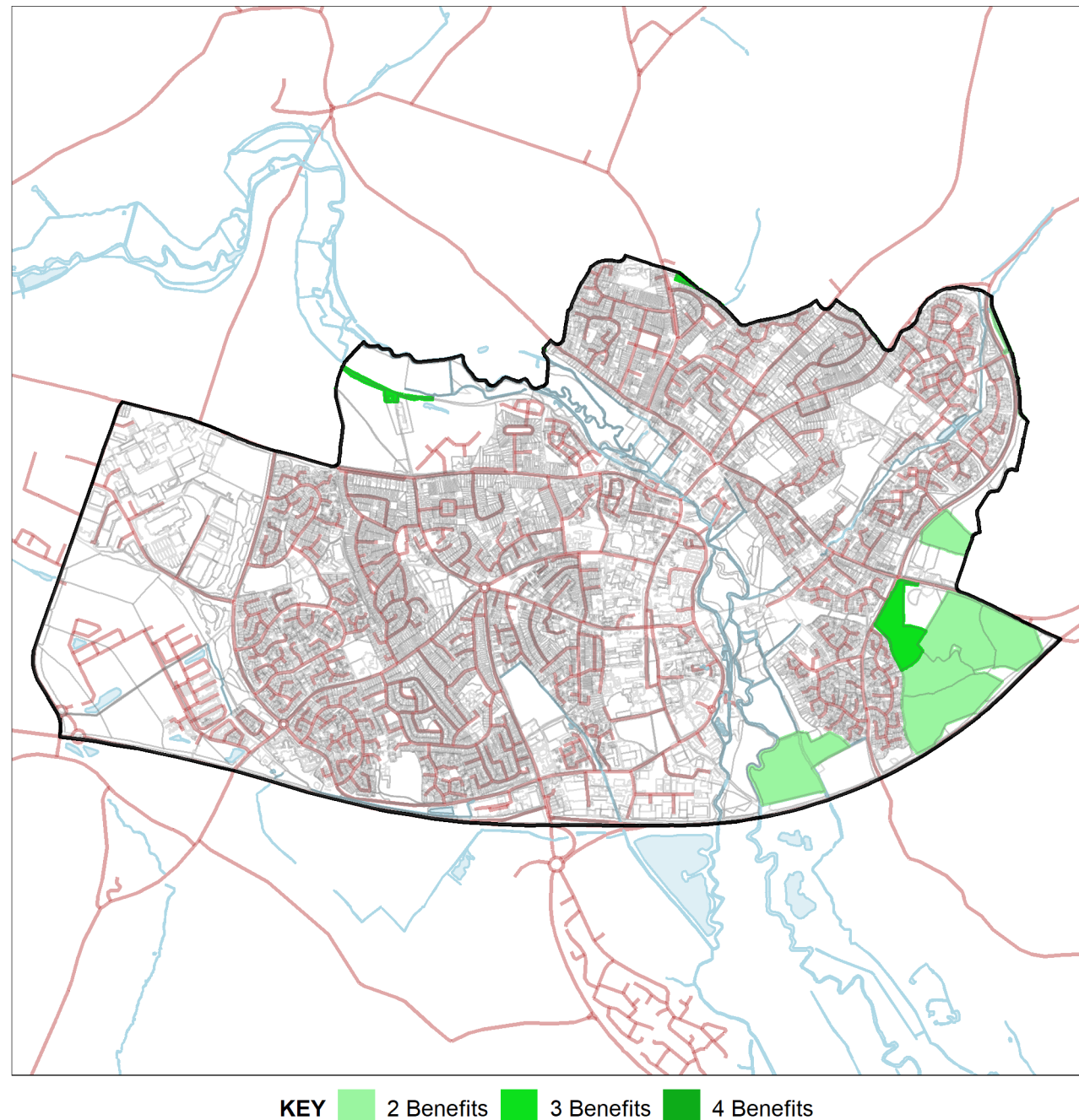
TREESCAPE BENEFITS

THE MULTIPLE BENEFITS OF WOODLAND

This map shows where introducing woodland would bring 2, 3 or 4 location-specific benefits. For biodiversity, only those areas giving an uplift above 3.6 units per ha are included.

By choosing areas that deliver more than one benefit, land managers can maximise returns from natural capital whilst keeping other parts of their farm focused on food production.

[Click here for Table](#)



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TREESCAPE BENEFITS

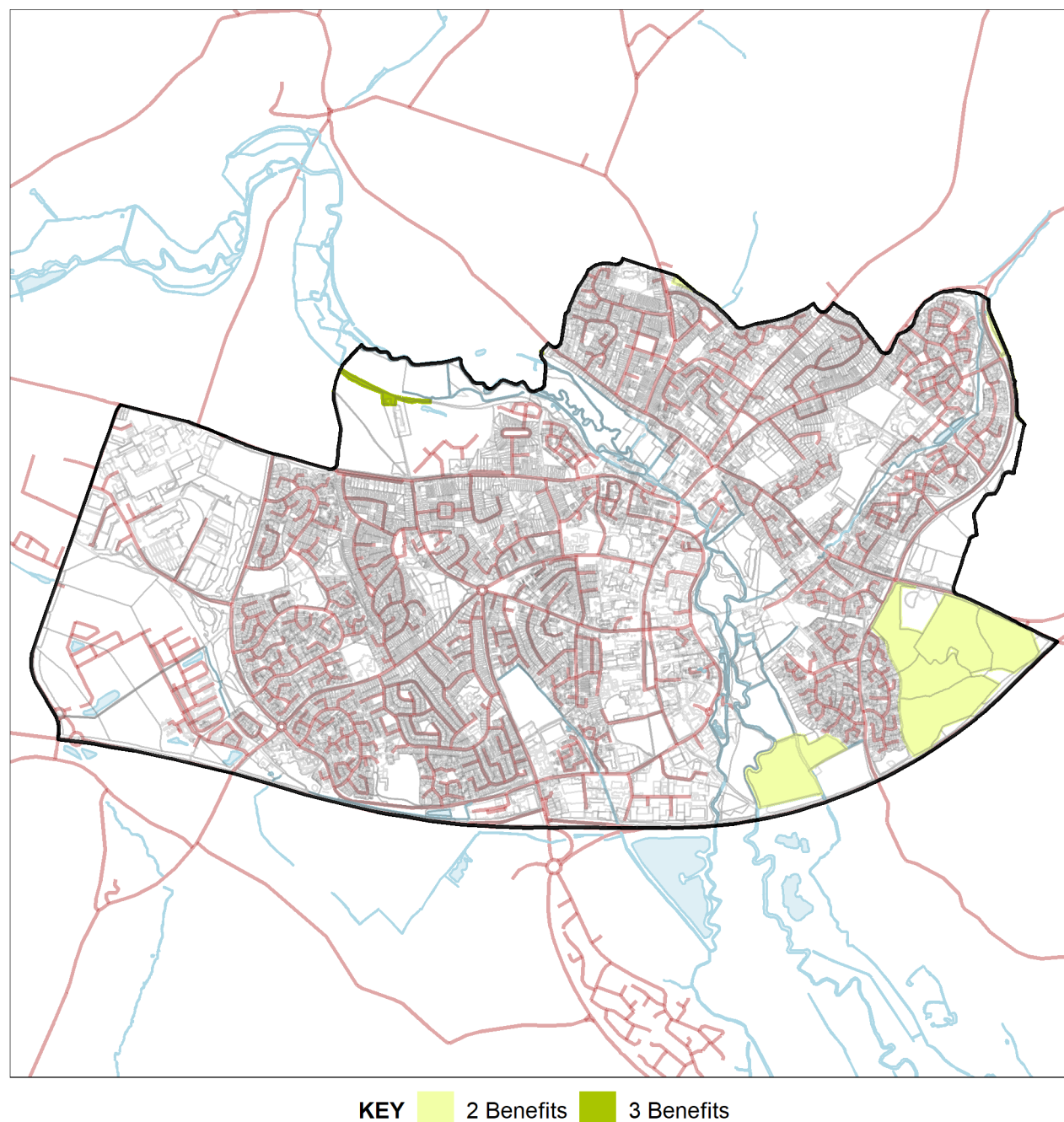
THE MULTIPLE BENEFITS OF SPECIES RICH GRASSLAND

This map shows where introducing species rich grassland would bring either 2 or 3 location-specific benefits. For biodiversity, only those areas giving an uplift above 3.6 units per ha are included.

By choosing areas that deliver more than one benefit, land managers can maximise returns from natural capital whilst keeping other parts of their farm focused on food production.

Species-rich grassland can also offer food production benefits, through the production of forage or low intensity grazing.

[Click here for Table](#)



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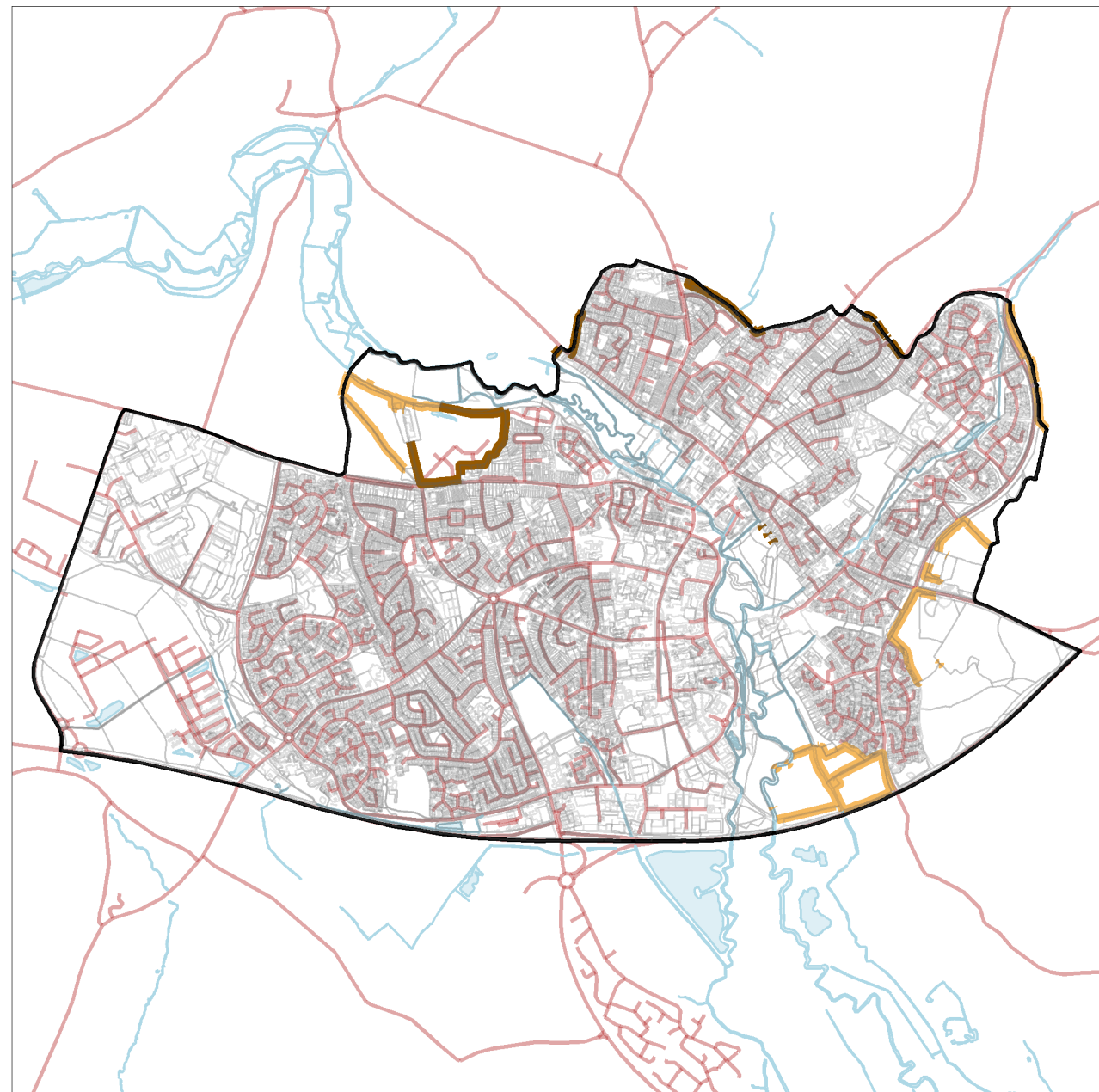
TREESCAPE BENEFITS



THE MULTIPLE BENEFITS OF HEDGEROWS

This map shows where introducing hedgerow would bring 2 or 3 location-specific benefits. For biodiversity, only those areas giving an uplift above 6.5 units per km are included.

By choosing areas that deliver more than one benefit, land managers can maximise returns from natural capital whilst keeping other parts of their farm focused on food production.

[Click here for Table](#)



KEY  2 Benefits  3 Benefits

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Our
recommendations

Our recommendations

We recommend working with CAG Oxfordshire to create a long-term land management plan for your parish identifying the interventions that are easiest to deliver, that bring the greatest benefits and that are in line with your preferred long-term use for the land. Our maps can be used as a basis for that plan.

As part of that plan, it may prove valuable to set targets for establishing treescapes between now and 2050. This table summarises the elements that would need to be added to the site to reach the targets outlined in our *Scenarios Report*. We have set separate targets for woodland and grassland but you may want to consider one single target for these as a whole.

Scenario 1 is drawn from the targets that the Climate Change Committee says we must reach by 2050. Scenario 2 sets a more ambitious target in which Oxfordshire sets a standard for other counties to follow.

Treescape	Scenario 1 target	Scenario 2 target
Woodland	14% of site area	17% of site area
Species-rich grassland	0% of site area	9% of site area
Total woodland or grassland	14% of site area	26% of site area
Hedgerows	66% of all field boundaries	80% of all field boundaries
Agroforestry	10% of site area	20% of site area
Community Orchards	1 in the Parish	2 in the Parish

There would also be value in increasing the number of trees in parks, streets and other open spaces in your parish.

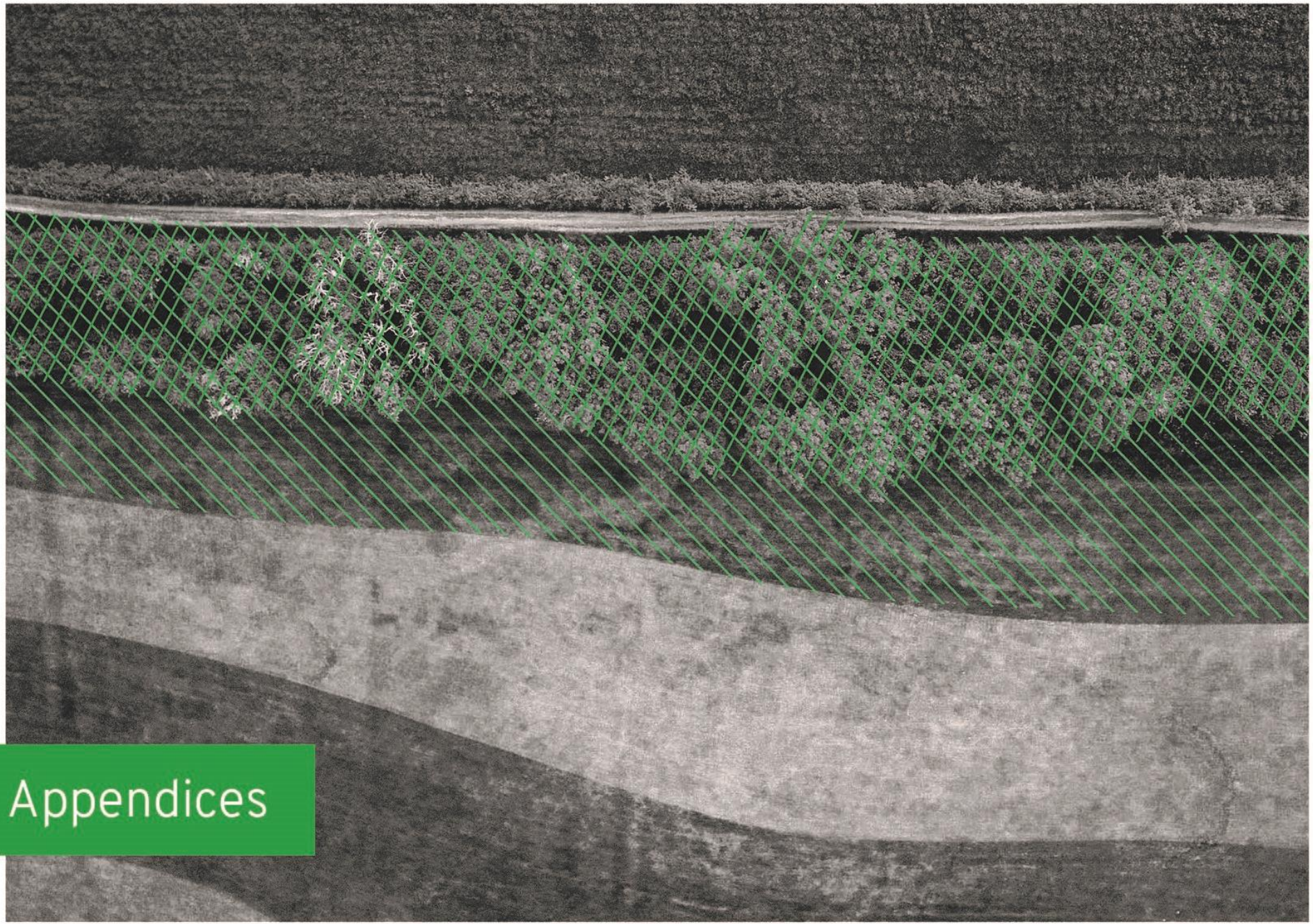
Our recommendations

Achieving the recommendations set out in the previous slide would require establishing the following treescapes between now and 2050:

Treescape Targets	Current (ha/km)	Scenario 1 (ha/km)	Increase 1 (ha/km)	Scenario 2 (ha/km)	Increase 2 (ha/km)
Woodland	43.1	129.2	86.0	156.9	113.7
Species-rich grassland	54.1	0.0	0.0	83.0	29.0
Total Woodland or Grassland	97.2	129.2	32.0	239.9	142.7
Hedgerows	20.5	22.7	2.2	27.5	7.0
Agroforestry	0.0	92.3	92.3	184.6	184.6

The precise natural capital benefits that establishing these treescapes will deliver depends on where they are sited. This can be determined in your land use management or neighbourhood plan, which CAG Oxfordshire can help you devise.

The following tables in this report are designed to give you an overall sense of the degree of benefit each treescape opportunity can bring, and what to consider when creating your land use plan.



Appendices

Slope and land grade data

This table summarises land grade and slope on Witney parish.

We have used land grade to identify the more productive land that should be kept for food production. Land which is steeper can be harder to farm and may be a place to consider tree planting.

Please note that grade 3 land is often classified as either 3a or 3b. These classifications are not generally available, however land with slopes below 7 degrees is usually classed as 3a and slopes above 7 degrees as 3b.

Details	Ha	% of site
Grade 1 land	0.0	0.0
Grade 2 land	0.0	0.0
Grade 3 land with slope less than 7 degrees	285.4	30.9
Grade 3 land with slope more than 7 degrees	4.3	0.5
Grade 4 land	82.2	8.9
Grade 5 land	0.0	0.0
Non-agricultural such as woodland or urban land	291.0	31.5
Total site area	922.8	100.0

[Click here for Maps](#)

Unsuitable areas data

This table summarises areas not suited to treescapes and the reasons why:

Details	Ha	% of site
CoreNRN	36.0	3.9
WildlifeValue	74.6	8.1
Archaeology	13.2	1.4
Built	93.5	10.1
Woodland	43.1	4.7
Total unsuitable areas	218.6	23.7

PLEASE NOTE: That the total of all reasons will be greater than the total unsuitable areas as some areas are unsuitable for more than one reason.

[Click here for Map](#)

Woodland and species-rich grassland data

This table summarises areas of existing woodland and species-rich grassland and the further opportunities.

Details	Ha	% of site
Existing woodland	43.1	4.7
Existing species-rich grassland	54.1	5.9
Woodland and grassland opportunities:		
New wooded or grassland fields	113.7	12.3
Buffering 20 metres around existing woodland	10.1	1.1
Total woodland or grassland opportunities	123.8	13.4
Total of current woodland and species-rich grassland and opportunities	221	24
Total site area	922.8	100

[Click here for Existing Maps](#)

[Click here for Opportunities Maps](#)

Hedgerow data summary

The total current hedgerows and areas of opportunity for Witney parish are estimated as follows:

- **Please note that these figures may not always be accurate**

Hedges (Km)	Km	% of all possible
Current hedges	20.5	59.7
Opportunities for hedges on field boundaries	13.9	40.3
Total with all opportunities	34.4	100.0

This table estimates the number of fields that could be divided with a hedgerow

Hedges	Number of fields
Opportunities for hedges across fields	1

[Click here for Existing Maps](#)

[Click here for Opportunities Maps](#)

Agroforestry data

This table summarises opportunity areas for silvoarable and silvopasture farming.

Agroforestry opportunities:	Ha	% of site
Silvoarable or silvopasture	73.0	7.9
Silvoarable only	0.0	0.0
Silvopasture only	50.8	5.5
Total agroforestry opportunities	123.8	13.4
Total site area	922.8	100.0

[Click here for Map](#)

Nature Recovery Network data

This table summarises the areas of Witney parish that fall within the NRN core and recovery areas:

Areas that fall within:	Ha	% of site
NRN core areas	36.0	3.9
NRN recovery areas	252.5	27.4
Total site area	922.8	100.0

[Click here for Map](#)

The biodiversity scores we apply to our treescapes

The scores we use to measure the biodiversity of existing natural capital features and each treescape are as follows:

Units per Hectare or Km	Outside the NRN	Within NRN recovery zone	Adjoining NRN core zone
Units for existing uses:			
Hedgerows (per km)	8	8.8	9.2
Woodland (per ha)	8	8.8	9.2
Grassland (varies by type)	4.0 - 8.0	4.4 - 8.8	4.6 - 9.2
Pasture (per ha)	4	4.4	4.6
Arable (per ha)	2	2.2	2.3
Uplift from new Opportunities:			
Hedgerow (per km)	6.2	6.8	7.1
On arable land:			
Woodland buffer (per ha)	3.45	3.79	3.96
Woodland (per ha)	3.24	3.56	3.72
Grassland (per ha)	3.28	3.5	3.66
Community orchards (per ha)	6.69	7.36	7.69
Silvopasture (per ha)	2.82	3.11	3.25
Silvoarable (per ha)	1.98	2.18	2.28
On pastureland:			
Woodland buffer (per ha)	3.69	4.06	4.24
Grassland	3.53	3.89	4.06
Woodland (per ha)	3.44	3.79	3.96
Community orchards	7.58	8.34	8.72
Silvopasture (per ha)	2.95	3.24	3.39
Silvoarable (per ha)	Not recommended	Not recommended	Not recommended

Summary of current biodiversity and opportunities

This table summarises current biodiversity and the opportunities that would give the maximum possible biodiversity uplift for the site. It assumes a mix of woodland and species-rich grassland on all Grade 3 and 4 land and silvoarable on all grades 1 and 2:

Current land uses	Biodiversity Units	% of total units
Pasture	216.4	12.4
Arable	357.3	20.4
Woodland	499.1	28.5
Species-rich grassland	505.8	28.9
Hedgerows	172.2	9.8
Total	1,750.8	100.0
Max Potential Uplift in units	Biodiversity Units	% of maximum uplift
From woodland	315.0	51.0
From species-rich grassland opportunities	212.6	34.4
From hedgerow opportunities	90.4	14.6
From silvoarable opportunities (grade 1 and 2 land only)	0.0	0.0
Maximum potential uplift	618.1	100.0
Total end units with max uplift for whole site	2,368.8	135.3

[Click for Current Maps](#)

[Click for Opportunity Maps](#)

Existing and maximum possible carbon capture

Your estimated net zero target is: 708 tCO₂e (tonnes of carbon dioxide equivalent) per year.

Existing and maximum possible carbon capture amounts are estimated below. Please note that the carbon capture rate for woodland includes 5 tonnes CO₂e per hectare per year from the cessation of intensive farming operations in addition to 10 tonnes CO₂e per hectare per year in carbon capture.

In tonnes CO ₂ e per year	Capture rate	Km or ha	Total	% of net zero target
Existing land use:				
Hedgerows (per km)	1.2	20.5	24.6	3.5
Woodland (per ha)	15	28.1	421.3	59.5
Species-rich grassland (per ha)	4	10.6	42.5	6
Total of all existing			488.4	69
Opportunities:				
Hedgerows (per km)	1.2	13.9	16.6	2.3
Woodland (per ha)	15	123.8	1857.4	262.3
Silvopasture (per ha)	5.0	123.8	619.1	87.4
Silvoarable (per ha)	1.5	0	0	0
Maximum possible opportunities			1874	264.7
Maximum with all hedge, woodland and agroforestry opportunities			2362.4	333.6

[Click here for information](#)

Natural flood management (NFM) data

These tables summarise the areas of existing woodland and hedgerow delivering natural flood management as well as the further opportunities:

Hedges (Km)	within NFM area	All on site	% delivering NFM
Current hedges	8.3	20.5	40.7
Hedge opportunities around fields	7.9	13.9	57.3
Total of all hedge opportunities	16.3	34.4	47.4
Hedge opportunities across fields	1.0	1.0	100.0
Woodland or species-rich grassland (Ha)	within NFM area	All on site	% delivering NFM
Current woodland	11.2	43.1	26.0
Current grassland	33.8	54.1	62.5
Woodland and grassland opportunities	54.8	123.8	44.3
Total of all woodland and grassland opportunities	99.8	221.0	45.2
Agroforestry (Ha)	within NFM area	All on site	% delivering NFM
Current agroforestry	0.0	0.0	0.0
Agroforestry opportunities	54.8	123.8	44.3
Total of all agroforestry opportunities	54.8	123.8	44.3

[Click here for Maps](#)

Air quality data

This table summarises the areas of existing woodland and hedgerow delivering air quality benefits as well as the further opportunities.

Woodland offering air pollution benefits (Ha)	Woodland delivering air quality benefits	All woodland on site	% of woodland that delivers air quality benefits
Current woodland	11.5	43.1	26.6
Total woodland opportunities	7.4	123.8	6.0
Total with all opportunities	18.9	167.0	14.4

Hedgerow offering air pollution benefits (Ha)	Hedgerow delivering air quality benefits	All hedgerows on site	% of hedgerows that delivers air quality benefits
Current hedges	6.7	20.5	32.5
Hedge opportunities around fields	3.2	13.9	23.4
Total with all opportunities	9.9	34.4	28.8
Hedge opportunities across fields	0.0	1.0	0.0

[Click here for Maps](#)

Recreation and wellbeing data

The table summarises the areas of existing woodland or species-rich grassland delivering recreation and wellbeing benefits as well as the further opportunities.

Woodland and grassland offering wellbeing and recreation	Area delivering wellbeing benefits	All in the Parish (Ha)	% delivering wellbeing benefits
Current woodland	2.5	43.9	5.7
Current Grassland	22.5	56.2	39.9
Woodland, grassland and community orchard opportunities	33.7	145.6	23.1
Total with all opportunities	58.6	245.7	23.9

[Click here for Maps](#)

Multiple benefits of woodland

The table summarises the areas where introducing woodland would deliver up to five benefits. These are areas for levels of biodiversity uplift greater than 3.6 units per hectare; natural flood management (NFM); Recreation and wellbeing; and air quality. Carbon is delivered in all areas.

Number of benefits	hectares	% of site area
All 4 plus carbon	0	0
Any 3 plus carbon	5	0.5
Of which:		
Biodiversity,NFM and air quality	0	0
Biodiversity,NFM and wellbeing	0.6	0.1
Biodiversity,air quality and wellbeing	0	0
NFM,air quality and wellbeing	4.4	0.5
Any 2 plus carbon	38	4.1

[Click here for Map](#)

Multiple benefits of species-rich grassland

The table summarises the areas where introducing species-rich grassland would deliver up to four benefits. These are areas for levels of biodiversity uplift greater than 3.6 units per hectare; natural flood management (NFM); and recreation and wellbeing. Carbon storage is delivered in all areas.

Number of benefits	hectares	% of site area
All 3 plus carbon	0.6	0.1
Any 2 plus carbon	39.5	4.3
Of which:		
Biodiversity and NFM	8.6	0.9
Biodiversity and wellbeing	0	0
NFM and wellbeing	30.8	3.3
Any 1 plus carbon	63.8	6.9

[Click here for Map](#)

Multiple benefits of hedgerows

The table summarises the areas where introducing hedgerows would deliver up to four benefits. These are areas for levels of biodiversity uplift greater than 3.6 units per hectare; natural flood management (NFM); and air quality. Carbon storage is delivered in all areas.

Number of benefits	kilometers	% of site
All 3 plus carbon	2.1	6.2
Any 2 plus carbon	5.3	15.5
Of which:		
Biodiversity and NFM	4.2	12.3
Biodiversity and air quality	0	0
NFM and air quality	1.1	3.2
Any 1 plus carbon	6	17.4

[Click here for Map](#)

From: Janice Bamsey
Sent: 10 February 2023 12:35
To: Info <info@witney-tc.gov.uk>
Subject: Swift Boxes - FAO Adam Clapton

Hi Adam

Giles Hughes has forwarded your recent letter about swift boxes through to the Planning Policy Team.

As you know, we have begun the review of the West Oxfordshire Local Plan 2031 and an important part of that review will be how we can contribute towards nature's recovery, including for specific habitats and species.

In the meantime, I see that there has been additional guidance recently added to the Council's website to assist those making planning applications. This guidance includes a section on biodiversity requirements, covering bird boxes and bricks. A link to the guidance is now included in the Sustainability Checklist.

For your information, here's the link and an extract:

<https://www.westoxon.gov.uk/planning-and-building/planning-permission/make-a-planning-application/planning-application-supporting-information/>

Biodiversity requirement

Our biodiversity requirement asks an applicant to submit a self-assessment form as part of their supporting documentation. Please check the associated validation checklist to see if this is required. If you do not provide a self-assessment when submitting your application, it is likely the application will be invalid.



[Biodiversity Self Assessment Form - Full \(Feb 2023\) - pdf - 295 Kb](#)



[Guidance for Biodiversity Self Assessment - Full \(Feb 2023\) - pdf - 466 Kb](#)



[Biodiversity Self Assessment Form - Householder \(Feb 2023\) - pdf - 1.05 Mb](#)



[Guidance for Biodiversity Self Assessment - Householder \(Feb 2023\) - pdf - 452 Kb](#)

I will speak with the Council's Planning Biodiversity Officer to see if any further updates can be made to the Sustainability Checklist specifically in relation to swift bricks and/or a document focusing on swifts, similar to Cherwell District Council's Swifts Conservation Project.

Kind regards

Janice Bamsey
Principal Planning Policy Officer

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