

Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



Tuesday, 17th October, 2023 at 6.00 pm

To members of the Climate, Biodiversity & Planning Committee - A Bailey, G Meadows, R Smith, J Aitman, O Collins, J Robertshaw, S Simpson and D Temple (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting Room via Zoom** 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.

Any member of the public wishing to attend the meeting and speak on a particular item should contact the Committee 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 Deputy Town Clerk or Committee Clerk 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. Planning Applications (Pages 4 - 7)

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

5. **Oxfordshire County Council Planning R3.0121/23 - Moorland Road, Witney** (Pages 8 - 9)
- To receive and consider Oxfordshire County Council Planning Application R3.0121/23 relating to the Moorland Centre, Dark Lane, Witney, Oxfordshire, OX28 6LE.
- Documents can be found at:
<https://myeplanning.oxfordshire.gov.uk/Planning/Display/R3.0121/23>
6. **Oxfordshire County Council Planning R3.0142/23 - Shores Green Junction** (Pages 10 - 11)
- To receive and consider Oxfordshire County Council Planning Application R3.0142/23 relating to the Shores Green Junction.
- Documents can be found at
<https://myeplanning.oxfordshire.gov.uk/Planning/Display/R3.0142/23>
7. **Notification of Planning Appeal - 180 Farmers Close** (Pages 12 - 13)
- To receive notice of Planning Appeal APP/D3125/D/23/3320768 for 180 Farmers Close, Witney
8. **Notification of Planning Appeal - Land West of Hailey Road, Witney** (Pages 14 - 15)
- To receive notice of Planning Appeal APP/D3125/W/23/338652 for Land West of Hailey Road, Witney.
9. **Application for Pavement Licence - Part & Parcel, 2-4 Market Square, Witney - W/23/01049/PAVLIC** (Pages 16 - 20)
- To note the Pavement Licence Application for Part & Parcel, 2-4 Market Square Witney under the Business and Planning Act 2020.
- Given the short statutory timescale for Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, documents are circulated electronically for the consideration of members of this Committee and the responses collated.
- Witney Town Council submitted a 'No objection' response to West Oxfordshire District Council.
10. **Application for Pavement Licence - Gails, 17 Market Square Witney - W/23/01080/PAVLIC** (Pages 21 - 25)
- To note the Pavement Licence Application for Gail's 17 Market Square Witney under the Business and Planning Act 2020.
- Given the short statutory timescale for Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, documents are circulated electronically for the consideration of members of this Committee and the responses collated.
- Witney Town Council submitted a 'No comment' response to West Oxfordshire District Council.
11. **Application for Pavement Licence - Huffkins, 35 High Street, Witney - W/23/01104/PAVLIC** (Pages 26 - 33)
- To note the Pavement Licence Application for Huffkins, 35 High Street Witney under the Business and Planning Act 2020.
- Given the short statutory timescale for Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, documents are circulated electronically for the consideration of members of this Committee and the responses collated.

12. **Application for Pavement Licence - Corn Exchange, 19 Market Square, Witney - W23/01120/PAVLIC**
(Pages 34 - 38)

To note the Pavement Licence Application for Corn Exchange 19 Market Square Witney under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, documents are circulated electronically for the consideration of members of this Committee and the responses collated.

Witney Town Council submitted a 'No comment' response to West Oxfordshire District Council.



Town Clerk

-
- 4.5 **WTC/139/23** Plot Ref :- 23/01829/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 02/10/2023
Parish :- EAST Date Returned :-
Location :- COGGES MANOR FARM Agent
CHURCH LANE
Proposals :- Variation of conditions 4 (schedule of materials) and 7 (tree planting scheme) and removal of condition 6 (Biodiversity Enhancement and Management Plan) of planning permission 17/04043/FUL.
Observations :-
-
- 4.6 **WTC/140/23** Plot Ref :- 23/02535/ADV Type :- ADVERTISING
Applicant Name :- . Date Received :- 02/10/2023
Parish :- CENTRAL Date Returned :-
Location :- UNIT 7 MARRIOTT'S Agent
WALK
MARRIOTT'S WALK
Proposals :- Installation of various illuminated and non-illuminated signage. (Retrospective).
Observations :-
-
- 4.7 **WTC/141/23** Plot Ref :- 23/02574/FUL Type :- FULL
Applicant Name :- . Date Received :- 02/10/2023
Parish :- WEST Date Returned :-
Location :- W. WITNEY SPORTS & Agent
SOCIAL CLUB
BURFORD ROAD
Proposals :- Proposed alterations and two storey rear extension.
Observations :-
-
- 4.8 **WTC/142/23** Plot Ref :- 23/01891/HHD Type :- AMENDED
Applicant Name :- . Date Received :- 09/10/2023
Parish :- WEST Date Returned :-
Location :- 42 OLLEY CRESCENT Agent
OLLEY CRESCENT
Proposals :- Conversion of existing garage to create an office/storage cupboard and erection of front entrance porch.
Observations :-
-
- 4.9 **WTC/143/23** Plot Ref :- 23/02566/HHD Type :- HOUSEHOLD
Applicant Name :- . Date Received :- 09/10/2023
Parish :- NORTH Date Returned :-
Location :- 118C QUARRY ROAD Agent
QUARRY ROAD
Proposals :- Erection of a detached garage.
Observations :-
-

4 . 10	WTC/144/23	Plot Ref :- 23/02383/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 09/10/2023
	Parish :- SOUTH		Date Returned :-
	Location :- 16 CHURCH GREEN	Agent	
	CHURCH GREEN		
	Proposals :-	Alterations to roof including addition of a roof light and installation of solar panels.	
	Observations :-		
4 . 11	WTC/145/23	Plot Ref :- 23/02384/LBC	Type :- LISTED BUI
	Applicant Name :- .		Date Received :- 09/10/2023
	Parish :- SOUTH		Date Returned :-
	Location :- 16 CHURCH GREEN	Agent	
	CHURCH GREEN		
	Proposals :-	Alterations to roof including addition of a roof light and installation of solar panels.	
	Observations :-		
4 . 12	WTC/146/23	Plot Ref :- 23/02000/FUL	Type :- AMENDED
	Applicant Name :- .		Date Received :- 09/10/2023
	Parish :- SOUTH		Date Returned :-
	Location :- UNIT 13, EAGLE IND	Agent	
	ESTATE		
	EAGLE INDUSTRIAL		
	ESTATE		
	Proposals :-	Change of use of a warehouse unit from Industrial use to a Gymnasium and associated works.	
	Observations :-		
4 . 13	WTC/147/23	Plot Ref :- 23/02534/FUL	Type :- FULL
	Applicant Name :- .		Date Received :- 09/10/2023
	Parish :- WEST		Date Returned :-
	Location :- JASON HYDRAULICS	Agent	
	LTD		
	BURFORD ROAD		
	MINSTER LOVELL		
	Proposals :-	Side extension to existing workshop.	
	Observations :-		
4 . 14	WTC/148/23	Plot Ref :- 23/02615/FUL	Type :- FULL
	Applicant Name :- .		Date Received :- 16/10/2023
	Parish :- WEST		Date Returned :-
	Location :- CURBRIDGE ROAD	Agent	
	CURBRIDGE ROAD		
	Proposals :-	Erection of a Bus Shelter.	
	Observations :-		

Agenda Item 5



Date: 21 September 2023
OCC ref: R3.0121/23

Mrs Groth
Clerk to Witney Town Council
Witney Town Council
Town Hall
Market Square
Witney
OX28 6AG

Environment and Place
County Hall
New Road
Oxford
OX1 1ND

Rachel Wileman
Director of Planning, Environment
and Climate Change

Dear Mrs Groth

Planning application by Oxfordshire County Council, for planning permission: Section 73 application to continue the development permitted by R3.0073/22 (22/01837/CC3REG) (temporary planning permission for the use of the site for the parking and storage of Oxfordshire County Council fleet vehicles) without complying with condition 2 (to extend the time period of operations until 17th March 2026) at Moorlands Centre, Dark Lane, Witney, Oxfordshire, OX28 6LE

The above application has been submitted to this council for determination.

You can view the application and comment online through the link below, using ref **R3.0121/23**.

Please note that the below link is unique to you and therefore should not be shared with anyone else. Members of the public are able to make comments on the application via the council's planning applications website as set out in the county council's publicity for the application.

[\[Redacted Link\]](#)

I should be grateful for any observations you may wish to make on the application by **25 October 2023**, you can comment online using the above link and reference. If you require more time, please contact me as soon as possible.

The application may be considered by the Planning and Regulation Committee if there are objections to it. However, if there are no objections or none that cannot be the application may be delegated to the Director of Planning, Environment and Climate Change for decision.

I will notify you of the decision in due course. Details will be available online at the above link.

NOTE Consideration of the development may take place in public and representations may be published. The proposal may be considered by the Council's Planning & Regulation Committee (Only comments relating to planning issues will be taken into account when reaching a decision).

The Town and Country Planning Act 1990 as amended requires the determination of planning applications to be a public process. The Council will make information submitted in relation to planning applications available for public inspection and so it is not possible to take into account in the determination of the application any comments which are submitted confidentially. If you wish to submit any comments regarding this application, your comments as well as your name and postal address may be disclosed to third parties including those who have submitted the planning application.

Oxfordshire County Council is a data controller for the purposes of the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council dated 27th April 2016). For more details on how the Council will handle your personal information, please use the link below to access our Privacy Notice. Hard copies of this can also be provided on request:

www.oxfordshire.gov.uk/privacynoticedocument

Yours sincerely,

Nathan Pearce

Nathan Pearce
Planning Officer

Direct line: 07858 678886

Email: Nathan.Pearce@Oxfordshire.gov.uk

www.oxfordshire.gov.uk

Agenda Item 6



Date: 10 October 2023
OCC ref: R3.0142/23

Mrs Groth
Clerk to Witney Town Council
Witney Town Council
Town Hall
Market Square
Witney
OX28 6AG

Environment and Place
County Hall
New Road
Oxford
OX1 1ND
Rachel Wileman
Director of Planning, Environment
and Climate Change


Dear Mrs Groth

Planning application by Oxfordshire County Council, County Hall, New Road, Oxford, OX1 1ND for planning permission: Section 73 to continue the development permitted by R3.0039/22 (construction of two new west-facing slip roads at the Shores Green junction of the A40; an off-slip to allow eastbound vehicles to exit the A40 on to the B4022 towards Witney and an on-slip to allow westbound vehicles to enter the A40 from the B4022 at this junction. Two existing lay-bys to the west of the A40 overbridge will be removed to accommodate the construction of the slip roads) without complying with conditions 1 and 18 in order to replace a proposed shared-use path with a footway, merge two balancing ponds into one, re-align a drainage ditch, extend the highway boundary and make amendments to the landscaping scheme to include additional planting at A40/B4022 Shores Green Junction

The above application has been submitted to this council for determination.

You can view the application and comment online through the link below, using ref R3.0142/23.

Please note that the below link is unique to you and therefore should not be shared with anyone else. Members of the public are able to make comments on the application via the council's planning applications website as set out in the county council's publicity for the application.


I should be grateful for any observations you may wish to make on the application by 18 November 2023, you can comment online using the above link and reference. If you require more time, please contact me as soon as possible.

The application may be considered by the Planning and Regulation Committee if there are objections to it. However, if there are no objections or none that cannot be the application may be delegated to the Director of Planning, Environment and Climate Change for decision.

I will notify you of the decision in due course. Details will be available online at the above link.

NOTE Consideration of the development may take place in public and representations may be published. The proposal may be considered by the Council's Planning & Regulation Committee (Only comments relating to planning issues will be taken into account when reaching a decision).

The Town and Country Planning Act 1990 as amended requires the determination of planning applications to be a public process. The Council will make information submitted in relation to planning applications available for public inspection and so it is not possible to take into account in the determination of the application any comments which are submitted confidentially. If you wish to submit any comments regarding this application, your comments as well as your name and postal address may be disclosed to third parties including those who have submitted the planning application.

Oxfordshire County Council is a data controller for the purposes of the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council dated 27th April 2016). For more details on how the Council will handle your personal information, please use the link below to access our Privacy Notice. Hard copies of this can also be provided on request:

www.oxfordshire.gov.uk/privacynoticedocument

Yours sincerely,

Anna Herriman

Anna Herriman
Senior Planner

Direct line: 07990 368235

Email: Anna.Herriman@Oxfordshire.gov.uk

www.oxfordshire.gov.uk

Date: 26th September 2023
Our ref: 23/00023/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: 180 Farmers Close Witney Oxfordshire
Description of Development: Proposed first floor extension and two storey side extension.
Original Application Number: 23/00451/HHD
Appellant's name: Mrs Jennie Lee
Appeal Reference: APP/D3125/D/23/3320768
Appeal Start Date: 19.09.2023

Mrs Jennie Lee has appealed to the Secretary of State against the Council's refusal of planning permission for the development described above.

The Planning Inspectorate has asked us to notify you of this appeal and let you know that, if the appellant is successful, planning permission could be granted.

The appeal will be proceeding under the **Householder Appeals Service**, there is no opportunity for you to submit comments. However, we have forwarded all the representations made to us on the application to the Planning Inspectorate and the Appellant. These will be considered by the Inspector when determining the appeal.

If you wish to withdraw any representations you made on the original application, you must make this request to the Planning Inspectorate by 17th October 2023 quoting reference number APP/D3125/D/23/3320768.

Via email : east2@planninginspectorate.gov.uk
In writing (please send 3 copies): The Planning Inspectorate
Room 3B Eagle Wing
Temple Quay House
2 The Square
Bristol BS1 6PN

You can also do this online at <https://acp.planninginspectorate.gov.uk>, where the appeal documents can also be inspected.

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/D/23/3320768. You can also view the appeal documents on the Council's website at www.westoxon.gov.uk/planning-and-building/.

The Planning Inspectorate has published a guide to taking part in planning appeals which is available online www.planningportal.gov.uk/uploads/pins/taking-part

Yours sincerely,

Chris Wood

Senior Planning Officer (Appeals)
Planning and Strategic Housing

Elmfield
New Yatt Road,
WITNEY,
Oxfordshire, OX28 1PB
Tel: 01993 861000
www.westoxon.gov.uk



Date: 10th October 2023
Our ref: 23/00025/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 West Of Hailey Road Witney

Description of Development: Erection of 110 residential dwellings including access off Hailey Road; areas of open space; landscaping; and associated works.

Original Application Number: 19/03317/FUL

Appellant's name: A2 Dominion Developments Ltd

Appeal Reference: APP/D3125/W/23/3328652

Appeal Start Date: 03.10.2023

An appeal has been made against West Oxfordshire District Council's failure to give notice of its decision within the appropriate period for the planning application for the development described above.

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

For any group or organisation who wish to take an active part in the Inquiry, the opportunity is available to apply for what is known as Rule 6 status. Although unusual, there is also scope for interested individuals to take part on the same basis. Rule 6 status means that you would be able to present your evidence on a formal basis and cross examine the evidence of others. You can find guidance at the following link:

www.gov.uk/government/publications/apply-for-rule-6-status-on-a-planning-appeal-or-called-in-application

Arrangements for the Inquiry are currently being finalised by the Planning Inspectorate. These will include a pre-Inquiry conference call with the lead parties to deal with procedural and administrative matters, including how the evidence will be heard. As a Rule 6 party, it is anticipated that you would also be a part of that process. If, having read the above guidance, you wish to apply for Rule 6 status and/or have any related questions, you should contact the Planning Inspectorate immediately. If you are interested but are

unable to access the guidance electronically, again, you should contact the Planning Inspectorate who will try and assist.

If, having read the above guidance, you wish to apply for Rule 6 status it is essential that you contact the Planning Inspectorate immediately.

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/23/3328652:

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

All representations must be received by the Planning Inspectorate by 7th November 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/23/3328652. 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

Agenda Item 9

Reply to : Naomi Hunt
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices

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



The Parish Council

Your Ref: W/23/01049/PAVLIC

Date: 27th September 2023

Dear Parish Clerk,

BUSINESS AND PLANNING ACT 2020

Application for Pavement Licence

We have received an application for **The Part And Parcel Pub Ltd. Rear Of 2 - 4 Market Square Witney Oxfordshire OX28 6AN** under the Business and Planning Act 2020.

The application form and supporting docs are attached to this email. If you would like to make formal representation please email ERS@westoxon.gov.uk, the closing date is **4th October 2023**.

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

West Oxfordshire District Council

Your receipt - Pavement licence lookup

WOD_PAVLIC_00000681

[Visit the West Oxfordshire District Council website.](#)

Transaction Date	June 18, 2021
Application reference	WOD_PAVLIC_00000681
Trading name	The Part and Parcel Pub Ltd.
Applicant name	Mr Leo Johnson
Applicant address	
Applicant first name	Leo
Applicant last name	Johnson
Applicant email	
Applicant telephone	07886434869
Application status	
Premises address	The Part and Parcel,2-4 Market Square,Witney,Oxfordshire,OX28 6AN
Premises telephone	07886434869
Correspondence address	Dodo Pubs Ltd.
Sunday start time	09:00
Sunday finish time	22:00
Monday start time	09:00
Monday finish time	23:00
Tuesday start time	09:00
Tuesday finish time	23:00
Wednesday start time	09:00
Wednesday finish time	23:00
Thursday start time	09:00
Thursday finish time	23:00
Friday start time	09:00
Friday finish time	23:59
Saturday start time	09:00
Saturday finish time	23:59
Uploaded file 1	5031202_2fc7dbbd2.jpg
Uploaded file 2	Screenshot_2021-06-17_at_12.06.121.png
Uploaded file 3	P+P_PROP_PAVEMENT_LAYOUT1.jpg
Uploaded file 4	(Eaton_Gate)_Public_Liability_Certificate.jpg
Frontage changes?	No
Furniture description	8x ZingerleMetal Beer Bench Sets (table 2000x700mm + bench 2000x300mm) 8x ZingerleMetal Beer Bench Sets (table 1200x700mm + bench 1200x300mm)
Furniture purpose	To sell or serve food or drink
Highway area description	Application for Street Furniture within the curtilage of 2-4 Market Square. 8x ZingerleMetal Beer Bench Sets (table 2000x700mm + bench 2000x300mm) 8x ZingerleMetal Beer Bench Sets (table 1200x700mm + bench 1200x300mm)
Receipt number	N/A

Application reference	WOD_PAVLIC_00000681
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Contact details submitted

Name	Mr Leo Johnson
-------------	----------------

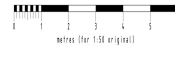
Address	
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Email	
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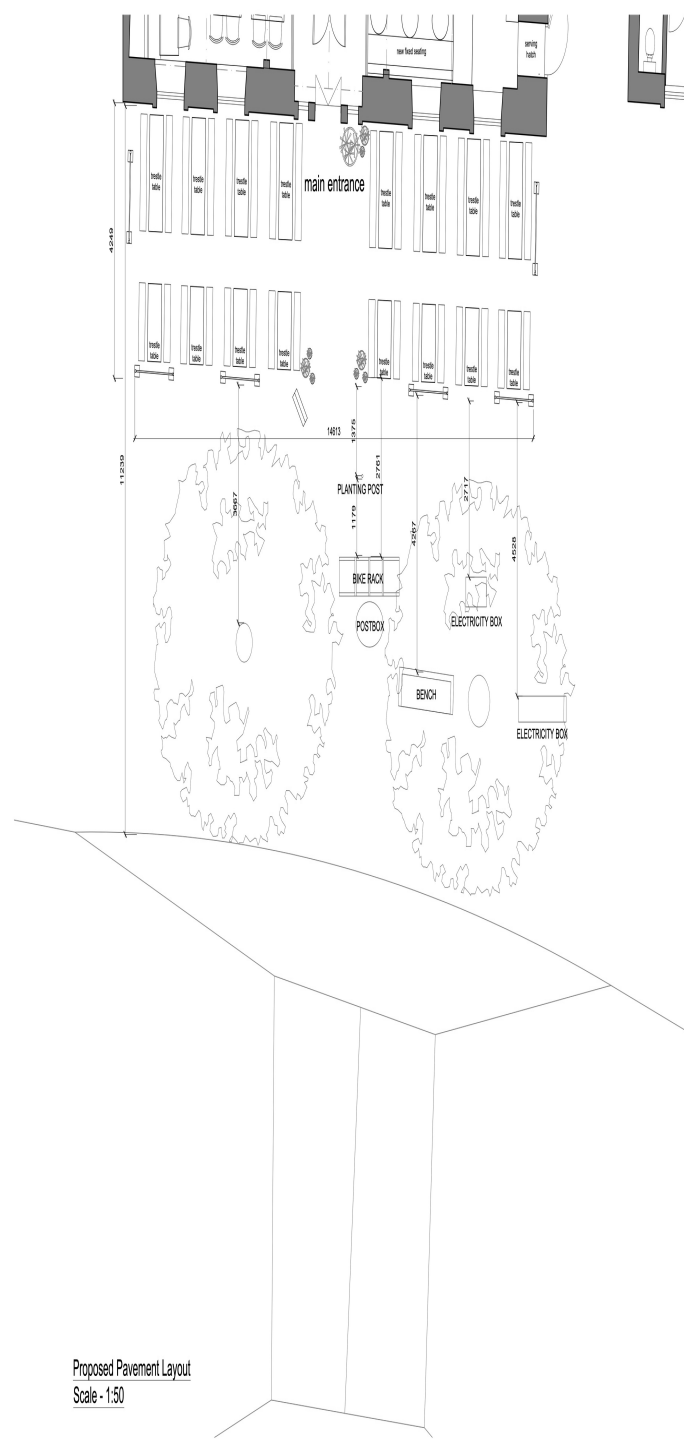
Phone	
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Thank you for submitting this form. You will hear back from us if we need further information.

DISCLAIMER
 A full and accurate measured survey has not been undertaken by Concorde BGW at this site. This drawing has been produced from information provided by others. Any dimensions indicated are for information only and must be checked on site prior to the commencement of any works.



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Proposed Pavement Layout
 Scale - 1:50

Ref	Date	Int	Note	By	Check
J	02.08.21	PM	Floor seating amended to front area, bar layout amended, food seating to rear amended to broom, rear tables to open rear windows up, table layout amended.		
H	01.08.21	PM	Furniture layout amended to pavement area.		
G	12.05.21	SO	Bar access swapped to RHS.		
F	25.04.21	SO	Table layout revised & internal wall redefined.		
E	28.04.21	SO	Table layout amended.		
D	25.04.21	SO	Tables amended to separate table & grills.		
C	05.02.21	SO	Fire alarm system added.		
B	20.02.21	SO	Minor amendments following design review on site: - Coffee machine & counter amended. - Bar access altered. - Elec cupboard redefined. - 2no. skylights added. - Furniture layout amended to LHS of bar area.		
A	12.02.21	SO	Minor amendments following design review: - Shed walls omitted to coffee & table area. - Mill & door omitted to rear of dining area.		

Per: Date: Int: Note: By: Check:

Stage: **DESIGN**
 Client: DODD PUB CO.
 Project address: 516, 24 Market Square, Witney, OX28 5AN

Title: Proposed Pavement Layout
 Scale: 1:50, Orig. Size: A1
 Drawn by: FX, Date: 14.06.21
 Drawing no: 4472-03.01, Rev: .

CONCORDE BGW GROUP

London: Unit 114, Sparrowcote, 23 High Wycombe, HP8 2EP
 Worcester: Palmer Street, High Park, Worcester, DN4 5DU
 Nottingham: Unit 11, The Oaks, Smeaton Centre, Foston Road, Nottingham, NG2 6PH

01902 991 004 | concordebwg.com



Reply to : Naomi Hunt
Tel : 01993 861000
Email: ers@westoxon.gov.uk

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



The Parish Council

Your Ref: W/23/01080/PAVLIC

Date: 4th October 2023

Dear Parish Clerk,

BUSINESS AND PLANNING ACT 2020

Application for Pavement Licence

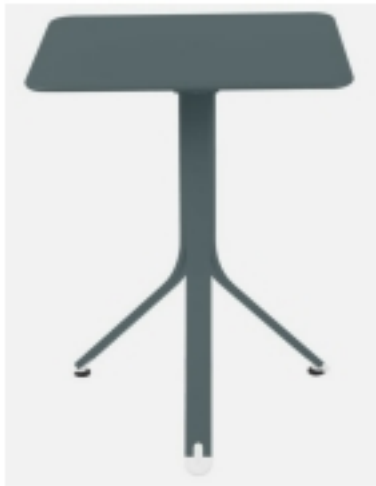
We have received an application for **Gail's 17 Market Square Witney Oxfordshire OX28 6AB** under the Business and Planning Act 2020.

The application form and supporting docs are attached to this email. If you would like to make formal representation please email ERS@westoxon.gov.uk, the closing date is **10th October 2023**.

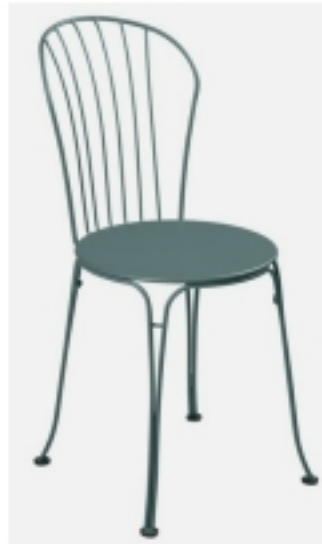
Yours faithfully

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

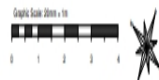
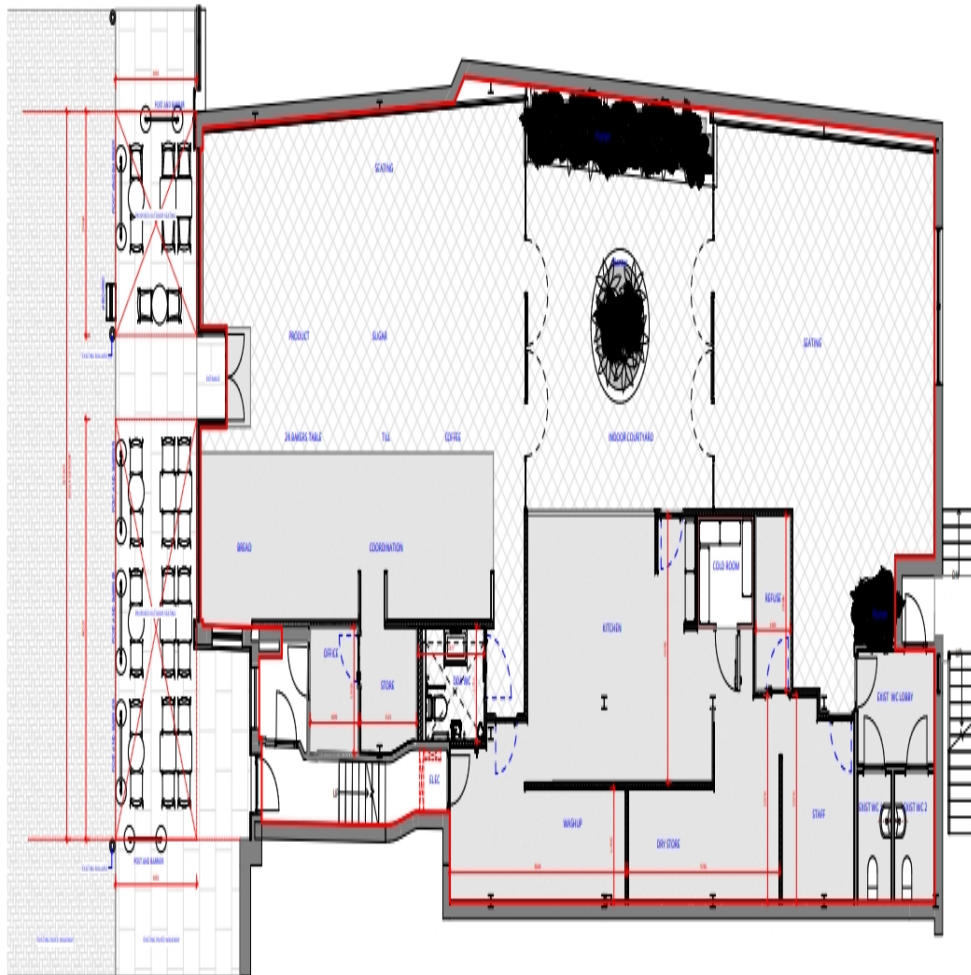


Fermob Resto 570x570mm
Metal - Colour Storm Grey



Fermob Opera
Metal - Colour Storm Grey





Proposal Ground Floor GA-AA
 scale 1:50

Fabian Mahe	Gail's Bakery - Witney 17 Market Square Witney OX29 6AB	 coveatoh studios Creative Public Design (London) Ltd 21 Commercial Road London E14 3DF www.coveatohstudios.com 020 7424 2222	Proposal Ground Floor GA-AA		Revision No. Description Date By	1743-AD-1011 Rev Date: 09/21/2024 1:50	1
			1 2 3 4	1 2 3 4			

West Oxfordshire District Council

Your receipt - Application for a Pavement Licence

WOD_PAVLIC_00108131

[Visit the West Oxfordshire District Council website.](#)

Application type	APPLY
Submission date	2023-10-02 19:01:23.000
Licence cost	£0.00
Licence cost	£100 (to be paid by West Oxfordshire District Council for 2023-2024)
Application reference number	WOD_PAVLIC_00108131
Trading name	Gail's
Licence cost	£0.00
Licence cost	£100 (to be paid by West Oxfordshire District Council for 2023-2024)
Applicant address	
Applicant UPRN	100121320253
Applicant telephone	
Applicant email	
Premises address	17 Market Square, Witney, Oxfordshire, OX28 6AB
Premises telephone number	02073578000
Business premises use	Other use for the sale of food or drink for consumption on or off the premises
Description of the area	Pavement area immediately outside front of 17 Market Square
Monday start time	07:00
Tuesday start time	07:00
Wednesday start time	07:00
Thursday start time	07:00
Friday start time	07:00
Saturday start time	07:00
Sunday start time	07:00
Monday finish time	19:00
Tuesday finish time	19:00
Wednesday finish time	19:00
Thursday finish time	19:00
Friday finish time	19:00
Saturday finish time	19:00
Sunday finish time	19:00
Furniture purpose	For the purpose of consuming food or drink
Description of the furniture	13 tables, 26 chairs, 6 barriers, 1 A board
Do you intend to alter any of the building and / or frontage to accommodate this proposal?	No
Correspondence title	Mr
Correspondence first name	James
Correspondence last name	Baker

Correspondence telephone

Correspondence email

Correspondence address

Uploaded file 01 Witney.png

Uploaded file 02 Gails_Liability_Insurance.pdf

Uploaded file 03 Gails_Furniture.png

Uploaded files 3

I agree - the above declaration is correct true

Licence will expire undefined

Correspondence address 148 Tooley Street, London, SE1 2TU

Contact details submitted

Name Mr Gail's Ltd

Address

Email

Phone

Thank you for submitting your application. We will contact you about this

Agenda Item 11

Reply to : Naomi Hunt
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices

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



The Parish Council

Your Ref: W/22/01165/PAVLIC

Date: 5th October 2022

Dear Parish Clerk,

BUSINESS AND PLANNING ACT 2020

Application for Pavement Licence

We have received an application for **Huffkins 35 High Street Witney Oxfordshire OX28 6HP** under the Business and Planning Act 2020.

The application can be viewed through the online [Public Access Portal](#). If you would like to make formal representation, the closing date is **10th October 2022**.

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



External seating:
Ravello stacking
armchair & sidechair



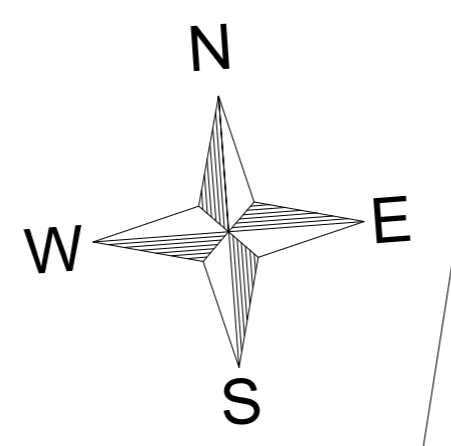
External seating:
600mm x 600mm table
(Ypsilon 3 leg flip base)



External seating: Canvas cafe barriers



External seating: A-Board



Proposed Ground Floor Plan
Scale: 1:50



- External Furniture Detail:**
- High Street**
Seats & table
 - 9 no. 600mm x 600mm tables on Ypsilon flip bases
 - 18 no. Ravello armchairs
- Cafe barriers**
 - 5 no. S/S barrier posts
 - 3 no. branded canvas barriers
- A-Board:**
 - 2 no. Double sided A-Board - black powdercoated tubular frame
- External seating zone:**
- 18 no. External Covers**

Revisions

Reference	Date
A Scheme updated following client meeting	24.09.20
B Fixed shelter added	08.10.20
C Based on 3 no. large Parasols	16.01.21
D Based on fixed timber Pergola	16.01.21
E 2021 External seating proposal	21.03.21

This drawing is the property of Gray Creative and must not be copied or shared to a third party without written consent. All dimensions should be site checked prior to manufacture.

Figured dimensions to be read in preference to scaled.

Status **PROPOSED**

Client **HUFFKINS**

Contract
 35 High Street
 Witney, OX28 6HP

Drawing Title
Proposed External Seating

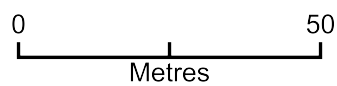
Date	30.08.20	Cad Ref.	G:/Dwgs/
Drawing No.	1001 - 501	Revision	E
Scale	1:50	Drawn By	AG

GRAY CREATIVE
 Design & Project Management

www.gray-creative.co.uk

A2

Site Plan - 35 High Street, Witney, OX28 6HP



Plan Produced for: Huffkins/Freebrights Ltd

Date Produced: 21 Mar 2021

Plan Reference Number: TQRQM21080095737932

Scale: 1:1250 @ A4

Applicant UPRN	100120945674
Premises address	Huffkins, 35 High Street, Witney, Oxfordshire, OX28 6HP
Premises telephone	01993 708155
Sunday start time	07:00
Sunday finish time	18:00
Monday start time	07:00
Monday finish time	18:00
Tuesday start time	07:00
Tuesday finish time	18:00
Wednesday start time	07:00
Wednesday finish time	18:00
Thursday start time	07:00
<hr/>	
Thursday finish time	18:00
Friday start time	07:00
Friday finish time	18:00
Saturday start time	07:00
Saturday finish time	18:00
Uploaded file 1	1001_-_501E_Proposed_External_Seating_-_Huffkins_Witney_-_A2.pdf
Uploaded file 2	Huffkins_Witney_Location_Plan.pdf
Uploaded file 3	Huffkins_Witney_-_Furniture_images_pack_compressed.pdf
Uploaded file 4	FreebrightsLtd_TA_Huffkins_-_Public_liability_insurance_documnet_2020-2021.pdf
Frontage changes?	No
Furniture description	18 no. Ravello outdoor stacking chair (armchair & side chair versions – supplied by Andy Thornton) each comprising of an aluminium frame with black woven plastic surround. 9 no. Stainless Steel 600mm x 600mm table tops mounted onto Pedrali Ypsilon aluminium flip top base to allow small footprint storage out of hours. 5 no. Strada Stainless Steel barrier posts with weighted bases for 3 no. branded canvas barriers C/W top & bottom rails for rigidity once connected to barrier posts. 2 no. Black powercoated tubular steel A-frame with side locking arms to hold sign open safely. Double sided signage with magnetic poster cover over.
Furniture purpose	Both purposes We would like to use the pavement area in front of our tearoom (35 High st, Witney) to provide external seating to our customers. We have done this historically but would like to formalise this to assist with our trade post Covid when external seating options hold even greater importance. The high street at our location has a very wide pedestrianised area and ourselves along with other F&B sites on this stretch traditionally have used it for placement of external seating. Our proposal is for our standard external seating (see pack attached) which would be removed from the pavement outside of trading hours. We would also however like to start a separate discussions on the options for us to improve our outdoor provision - either by installing recessed ground sockets to support large commercial parasols, or by the provision of a ground fixed covered pergola - to provide cover to our external seating and make it viable for external dining all year round.
Highway area description	

Agenda Item 12

Reply to : Naomi Hunt
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices

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



The Parish Council

Your Ref: W/23/01120/PAVLIC

Date: 10th October 2023

Dear Parish Clerk,

BUSINESS AND PLANNING ACT 2020

Application for Pavement Licence

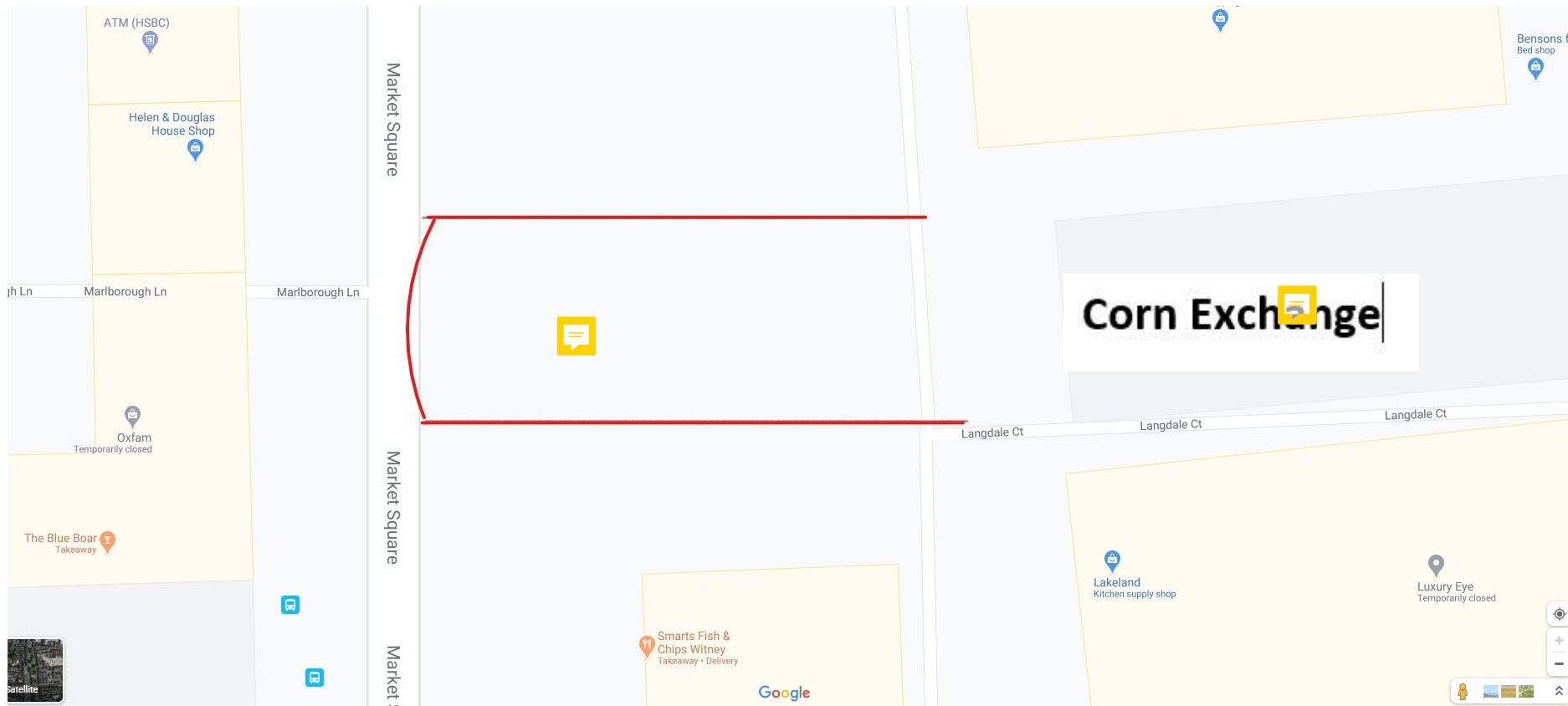
We have received an application for **1863 Cafe/Bar Corn Exchange 19 Market Square Witney Oxfordshire OX28 6AB** under the Business and Planning Act 2020.

The application form and supporting docs are attached to this email. If you would like to make formal representation please email ERS@westoxon.gov.uk, the closing date is **17th October 2023**.

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





West Oxfordshire District Council

Your receipt - Application for a Pavement Licence

WOD_PAVLIC_00108777

[Visit the West Oxfordshire District Council website.](#)

Application type	APPLY
Submission date	2023-10-10 15:31:12.000
Licence cost	£0.00
Licence cost	£100 (to be paid by West Oxfordshire District Council for 2023-2024)
Application reference number	WOD_PAVLIC_00108777
Trading name	1863 Cafe/Bar
Licence cost	£0.00
Licence cost	£100 (to be paid by West Oxfordshire District Council for 2023-2024)
Applicant address	Corn Exchange, 19 Market Square, Witney, Oxfordshire, OX28 6AB
Applicant UPRN	100121319820
Premises address	Corn Exchange, 19 Market Square, Witney, Oxfordshire, OX28 6AB
Premises telephone number	01993702309
Business premises use	Both uses
Description of the area	Same as current licence, in front of the Corn Exchange and on Market Sq
Monday start time	08:00
Tuesday start time	08:00
Wednesday start time	08:00
Thursday start time	16:00
Friday start time	08:00
Saturday start time	16:00
Sunday start time	08:00
Monday finish time	21:00
Tuesday finish time	21:00
Wednesday finish time	21:00
Thursday finish time	22:00
Friday finish time	22:00
Saturday finish time	22:00
Sunday finish time	21:00
Furniture purpose	Both purposes
Description of the furniture	black metal furniture as in use with current licence
Do you intend to alter any of the building and / or frontage to accommodate this proposal?	No
Uploaded file 01	Furniture_PhotoGraph.jpg
Uploaded file 02	2023-24_WTC_Public_Liability_Insurance_Certificate2.pdf
Uploaded file 03	Floor_Plan1.pdf
Uploaded files	3

I agree - the above declaration is correct true

Licence will expire undefined

Contact details submitted

Thank you for submitting your application. We will contact you about this