

Planning & Development Committee Meeting of Witney Town Council



Tuesday, 6th October, 2026 at 6.00 pm

To members of the Planning & Development Committee - G Doughty, J Aitman, G Meadows, D Temple, J Treloar and R Smith (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.

Any member of the public wishing to attend the meeting should contact the Committee Clerk derek.mackenzie@witney-tc.gov.uk in advance. Priority will be given to those who have registered to speak on an item on the agenda.

Commitment to Civility and Respect

This meeting will be conducted in accordance with Witney Town Council's commitment to the Civility and Respect Pledge. Councillors, officers and members of the public are expected to treat one another with courtesy, dignity, and respect, ensuring that debate remains professional, objective and focused on the business being discussed. Personal criticism, intimidation, or behaviour that could undermine the wellbeing of those present is inconsistent with the standards expected of the Council.

Recording of Meetings

In accordance with the Openness of Local Government Bodies Regulations 2014, public meetings may be filmed, audio-recorded, or photographed. Anyone intending to record the proceedings is asked, as a courtesy, to inform the Committee Clerk before the meeting begins.

This meeting will be broadcast live via Microsoft Teams and recorded; by attending or participating, you consent to the recording and public sharing of audio and video, which may be made available for later viewing. For details on how personal data is handled, please see the Privacy Notice

To view the meeting please follow this link [Planning & Development Committee Meeting Link 06.10.26](#)

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 8(e)(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 confirmed to 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. **Minutes** (Pages 4 - 36)

a) To adopt and sign as correct the minutes of the Committees held on 23 June, 14 July, 4 & 25 August and 15 September.

b) Matters arising from the minutes of 23 June, 14 July, 4 & 25 August and 15 September.

4. **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 25. Matters raised shall relate to the following items on the agenda.

5. **Planning Applications** (Pages 37 - 39)

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

6. **Planning Decisions** (Pages 40 - 44)

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

7. **Notification of Planning Appeal - 5A West End, Witney** (Pages 45 - 46)

To receive notification of Planning Appeal 6016235 relating to 5A West End, Witney (WODC Ref: 26/00374/FUL)

8. **Oxfordshire County Council Consultation - Spring Meadow Proposed One-way Traffic Restriction**
(Pages 47 - 54)

To receive and consider a consultation from Oxfordshire County Council on the above scheme and formulate a response, if appropriate.

9. **West Oxfordshire Draft Local Plan 2043**

To consider the response to the statutory consultation on the Draft West Oxfordshire Local Plan 2043, as deferred from the previous meeting.

Further information about the consultation, supporting documents and how to make a representation is available at www.westoxon.gov.uk/localplan2043

10. **WING - West End Link Road**

To receive representation from the Witney Infrastructure Neighbourhood Group concerning the omission of a West End Link Road within Oxfordshire County Council's response to the North Witney development application.

11. **Infrastructure Funding Statement** (Pages 55 - 59)

To receive and consider the report and draft statement from the Deputy Town Clerk.



Town Clerk

Public Document Pack Agenda Item 3

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 23 June 2026

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

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman	J Treloar
	G Meadows	R Smith
	D Temple	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
Others:	None.	

P336 APOLOGIES FOR ABSENCE

No apologies for absence were received.

P337 DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

P338 ELECTION OF VICE-CHAIR

The Chair called for nominations for the position of Vice-Chair of the Committee.

It was proposed and seconded that Councillor J Aitman be elected. There being no other nominations it was:

Resolved:

That, Councillor Joy Aitman be elected Vice-Chair of the Committee for the 2026/27 municipal year.

P339 MINUTES

The minutes of the Planning & Development Committee meetings held on 31 March, 21 April, 12 May & 2 June 2026 were received.

There were no matters arising.

Resolved:

That, the minutes of the Planning & Development Committee meetings held on 31 March, 21 April, 12 May & 2 June 2026 be approved as correct records of the meetings and be signed by the Chair.

P340 **PUBLIC PARTICIPATION**

There was no public participation.

P341 **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.

P342 **PLANNING DECISIONS**

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

The Committee Clerk summarised the reasoning for the decisions that were contrary to the Committee's submission. Members were pleased to see the number of applications that endorsed their comments.

Resolved:

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

Cllr J Treloar left the meeting at 6:20pm

P343 **TERMS OF REFERENCE**

The Committee received and considered the report of the Deputy Town Clerk which outlined the current Terms of Reference for the Committee along with any changes for consideration.

No recommendations for change were made.

Recommended:

1. That, the report be noted and;
2. That, the recommended changes be approved at the meeting of the Council on 13 July 2026.

Cllr J Treloar returned to the meeting at 6:22pm

P344 **APPLICATION FOR MINOR VARIATION OF PREMISES LICENCE - SMARTS TAKE AWAY, 50 MARKET SQUARE - W/26/00570/PRMV**

The Committee noted the Application for Minor Variation from Smarts Take Away, 50 Market Square under the Licensing Act 2003.

Resolved:

That, a No Objection response be forwarded to the licensing team at West Oxfordshire District Council.

P345 **APPLICATION FOR A NEW PREMISES LICENCE - COURTSIDE CIC THE LEYS, WITNEY**

The Committee received the application from Courtside CIC, The Leys for a new premises licence.

Members noted their position as the landowner on which the premises stood along with their duty as elected representatives being consulted through this process. The Committee welcomed the new facility being made available to the town, its residents and visitors from outside of the town.

Resolved:

That, the Council makes No Objection to this application.

P346 **NOTIFICATION OF PLANNING APPEAL - 10 HANGAR CLOSE, WITNEY**

The Committee received notification of Planning Appeal 26/00015/APPEAL respect of 10 Hangar Close, Witney.

Members considered their original response submitted 10 March 2026. It was agreed unanimously that the submission was comprehensive and therefore no additional submission should be submitted.

Resolved:

That, the notification of the Planning Appeal be noted.

Cllr D Temple left the meeting during the following agenda item at 6:46pm

P347 **OXFORDSHIRE COUNTY COUNCIL - QUIET LANES PILOT PROGRAMME**

The Committee received and considered correspondence from Oxfordshire County Council regarding the Quiet Lanes pilot programme and considered potential locations within Witney.

Members discussed a number of suggested routes, including Church Lane, Avenue Two/Station Lane, Farm Mill Lane, Narrow Hill, Burwell Meadow, High Street, Puck Lane, Gloucester Place and Farmers Close. These suggestions highlighted a range of local issues, including active travel usage, vehicle speeds, delivery access, and the balance between restricting traffic.

During discussion, Members noted that several of the routes identified were already relatively low traffic or self-regulating in nature, such as Church Lane, Dark Lane and Puck Lane. It was

further acknowledged that the urban layout and complexity of Witney's highway network may make the retrospective introduction of Quiet Lane measures more challenging compared to rural areas, where the scheme was more readily applicable.

Members also noted that any scheme would initially be implemented on a temporary basis through an Experimental Traffic Regulation Order (ETRO), for a minimum of six months and up to eighteen months, allowing for monitoring and review before any permanent decision was made.

Consideration was given to whether to defer submitting an expression of interest until initial pilots elsewhere in the county had been delivered and evaluated however this may be at the risk of initial funding budgets and protection of local concerns being reflected in the programme.

A proposal was made by Cllr G Doughty, seconded by Cllr R Smith, to support the Church Green Residents' Association who had expressed for many years the traffic issues that they suffer in seeking a Quiet Lane designation for the short section of road between Church Green and the entrance to The Leys (Station Lane) it was thought that this may address vehicle movements and pedestrian safety.

The proposal was put to the vote and carried with three Members in favour, one against and one abstention.

Resolved:

That, the Town Council submits an expression of interest to Oxfordshire County Council for the section of road between Church Green and the entrance to The Leys to be considered as part of the Quiet Lanes pilot programme.

P348 PAVEMENT LICENCE - FLEECE & FLAGON, 47 CORN STREET, WITNEY

With the express permission of the Chair, the Committee received and considered the Pavement Licence renewal application for Fleece & Flagon, 47 Corn Street under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, documents had been circulated electronically to members of this Committee ahead of the meeting.

Resolved:

That, a no objection response be forwarded to the licencing team at West Oxfordshire District Council.

The meeting closed at: 7.01 pm

Chair

space along with installation of solar panels and erection of a semi covered carport

Observations : Witney Town Council has no objection to this application.

The Council welcomes the introduction of solar panels, recognising their contribution towards reducing carbon emissions and supporting measures to address climate change.

An approach they consider is consistent with the objectives of the West Oxfordshire Local Plan 2031, particularly those policies that promote sustainable construction and renewable energy, as well as the National Planning Policy Framework (NPPF), which encourages the transition to a low-carbon future and supports the use of renewable and low-carbon energy sources.

341- 6	26/071	Plot Ref :-26/00776/S73	Type :-	VARIATION
	Applicant Name :-	.	Date Received :-	02/06/2026
	Location :-	Scrap Yard Rear Of 58 West End	Date Returned :-	24/06/2026
	Proposal :	Variation of condition 2 of planning permission 23/02730/FUL to allow changes to internal layout (Plots 1 - 5), reconfiguration of garden boundaries (Plots 6 - 9) and changes to parking layout. External alterations to windows, doors and external amenity space of plot 5 (amended description)		
	Observations :	Witney Town Council has no objection to this application.		
		The Council recognises that the amendments to the plans could address concerns raised by neighbouring residents in relation to parking provision. However, it is noted that this may be to the detriment of permeable drainage on the site.		
		The Council would therefore encourage the applicant to ensure that appropriate sustainable drainage measures are incorporated, in line with the objectives of the West Oxfordshire Local Plan 2031, particularly Policy EH7 (Flood Risk), which seeks to minimise surface water runoff and promote the use of sustainable drainage systems.		

341- 7	26/072	Plot Ref :-26/01286/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	.	Date Received :-	03/06/2026
	Location :-	35 Spring Meadow	Date Returned :-	24/06/2026
	Proposal :	Single storey rear/side extension to existing dwelling		
	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.		

341- 8	26/073	Plot Ref :-26/01274/LBC	Type :-	LISTED BUI
	Applicant Name :-	.	Date Received :-	08/06/2026
	Location :-	31 West End	Date Returned :-	24/06/2026
	Proposal :	Alterations to include conversion of dwelling into two separate dwellings and associated works. Internal alterations to include changes to floor layouts and general repairs		
	Observations :	Witney Town Council has no objection to this application.		

The Council also supports the provision of additional housing within walking distance of the town centre, as this may help encourage opportunities for active travel, reducing reliance on private vehicles and promoting more sustainable patterns of movement.

The Council also supports the provision of additional housing within walking distance of the town centre, as this may help encourage opportunities for active travel, reducing reliance on private vehicles and promoting more sustainable patterns of movement.

341- 11	26/076	Plot Ref :-26/01382/FUL	Type :-	FULL
	Applicant Name :-		Date Received :-	11/06/2026
	Location :-	23 Burwell Meadow	Date Returned :-	24/06/2026
	Proposal :	Conversion of existing C3 Dwelling House into 7 Bedroom HMO (Sui Generis). (Retropsective).		
	Observations :	Witney Town Council has no objections regarding this application.		

On behalf of :- Witney Town Council

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 14 July 2026

At 6.00 pm in the Virtual Meeting via MS Teams - Virtual Meeting

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman	J Treloar
	G Meadows	R Smith
	D Temple	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
Others:	One member of the public. Two Officers of Oxfordshire county Council Councillor Rachel Crouch	

P385 APOLOGIES FOR ABSENCE

No apologies for absence were received.

Cllr R Crouch attended as a non-Committee Member to represent residents in Witney South Ward on agenda item 9.

P386 DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

P387 PUBLIC PARTICIPATION

The Committee adjourned for this item.

The Committee received a presentation from the Oxfordshire County Council Senior Project Manager regarding agenda item 10. They heard about the proposed Electric Vehicle (EV) charging-only parking spaces scheme. Ms Figueredo provided additional background the project, outlined the future ambitions of the wider countywide programme, and gave further detail on the specific proposals for Church Green.

Members asked questions to gather further details ahead of a debate on the subject.

The Committee reconvened.

P388 **ELECTRIC VEHICLE CHARGING PARKING SPACES**

With the permission of the Chair, this item was moved up the agenda so the OCC Officers and the member of public could hear the discussion and outcome.

The Committee had received a presentation from OCC regarding proposals for dedicated EV charging parking spaces at Church Green.

Members discussed the growth in EV ownership and agreed that charging infrastructure was needed for residents without off-street parking. However, Members noted concerns about the loss of parking spaces in an area that was heavily utilised particularly by Church Green permit-holders, the actual current need within this vicinity, but acknowledging that EV uptake was often dependent on charging infrastructure being available first.

Members had heard that the proposal could potentially be reduced from six spaces to four, although any further reduction would make the scheme financially unviable. Whilst recognising that the charging points would align with the Town Council's own environmental priorities and provide futureproofing for increased EV ownership, concerns remained regarding the impact on parking availability for non-electric vehicles, the effect on the character of Church Green, and potential mis use during school drop-off and pick-up periods so the Committee was therefore not supportive of the proposal.

The Committee expressed a preference for higher-powered charging facilities in more strategic locations and suggested that alternative sites identified by OCC should be considered ahead of Church Green. Members also recommended that all Town Councillors, local residents, and affected permit holders be encouraged to submit comments to OCC as part of the consultation process.

The Committee agreed the following response be submitted:

Witney Town Council supports the principle of increasing access to electric vehicle charging infrastructure and recognises the important role such infrastructure will play in supporting the transition to lower-emission transport.

*However, the Council **objects** to the current proposal for Church Green and requests that Oxfordshire County Council reconsider both the location and scale of the scheme.*

The Council's principal concern is the loss of existing parking provision in an area that already experiences significant parking pressures. Church Green serves local residents, visitors to the church, users of nearby facilities and school-related traffic. The proposal would remove up to six spaces from general use and dedicate them exclusively to electric vehicle charging. The Council considers this a substantial loss of parking capacity in a location where parking is currently fully utilised throughout the day and where available spaces are already at a premium.

Members expressed particular concern regarding the impact on permit holders. The residents' parking scheme was introduced in Church Green and Corn Street to address longstanding parking issues experienced by local residents and to improve their ability to park close to their homes. The proposed conversion of six permit-holder spaces into EV-only bays would reduce the availability of parking for residents who do not own electric vehicles and may have no realistic prospect of doing so in the short term. Members were concerned that this could undermine some of the intended benefits of the recently introduced permit parking scheme.

The Council also questions whether the allocation of six dedicated EV charging bays is proportionate to current demand within the immediate area. Whilst future demand for EV charging may grow, Members considered there to be insufficient evidence that the removal of six valuable parking spaces is currently justified. If charging infrastructure is considered necessary in this location, a smaller number of bays may represent a more balanced and proportionate approach.

Members further expressed concern regarding the suitability of Church Green as a location. Church Green forms part of one of Witney's most historic and sensitive areas and makes an important contribution to the character and appearance of the town's conservation area. The Council believes particular care should be taken before introducing additional street furniture and associated infrastructure into this setting.

The Council also identified concerns regarding the practical enforcement of EV-only parking restrictions. Given the proximity of the church, local schools and other town-centre destinations, there is a risk that the bays may be occupied by vehicles that are not charging, whether for short stays or longer periods. This raises questions regarding the effectiveness of enforcement and the potential for conflict between residents, visitors and EV users.

The Council would therefore encourage Oxfordshire County Council to investigate alternative locations where EV charging infrastructure could be delivered with less impact on resident parking. Members noted that public car parks, charging hubs, or locations with lower existing parking demand may provide a more appropriate solution.

Should Oxfordshire County Council wish to proceed at Church Green, the Council would strongly encourage a reduction in the number of dedicated bays together with a comprehensive review period to assess actual demand and usage before any further expansion is considered.

*For these reasons, Witney Town Council **objects** to the proposal in its current form.*

Resolved:

That, the agreed response be submitted.

*The member of the public left the meeting at 6:22pm
The two non-councillors left the meeting at 6:34pm*

P389 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.

P390 APPLICATION FOR NEW PAVEMENT LICENCE - ROOTS & STONE, 53 HIGH STREET, WITNEY

The Committee received and considered an application for a pavement licence for Roots & Stone, 53 High Street.

Resolved:

That, a No Objection response be forwarded to the licencing team at West Oxfordshire District Council.

P391 APPLICATION FOR A NEW PREMISES LICENCE - 888 DRIP & VAPE, 62 CORN STREET, WITNEY

The Committee received the application from 888 Drip & Vape, 62 Corn Street, Witney for a new premises licence.

Witney Town Council objects to the application on the grounds that it does not adequately promote the licensing objective of the protection of children from harm under the Licensing Act 2003.

Whilst acknowledging that the sale of alcohol, vaping products and tobacco-related products is lawful, The Council has concerns regarding the proposed layout of the premises. Children visiting the shop to purchase everyday items such as confectionery, crisps and soft drinks would be required to pass displays of vaping products, smoking-related paraphernalia and, if this application is granted, alcohol. Locating alcohol alongside products that are commonly purchased by children would increase their exposure to age-restricted goods during routine visits to the premises.

The Council considers this level of visibility does not demonstrate sufficient regard for the protection of children from harm.

Witney Town Council therefore objects to the application and asks the Licensing Authority to encourage the applicant to consider reconfiguring the layout to provide a clearer separation between age-restricted products and goods primarily purchased by children.

Resolved:

That, the Council submit the above response to this application.

P392 NOTIFICATION OF PLANNING APPEAL 17 SPRINGFIELD OVAL, WITNEY - OUTBUILDING ONE

The committee received details of an appeal that had been lodged against a planning enforcement notice for Outbuilding One at 17 Springfield Oval.

Resolved:

That, the appeal be noted.

P393 NOTIFICATION OF PLANNING APPEAL 17 SPRINGFIELD OVAL, WITNEY - OUTBUILDING TWO

The committee received details of an appeal that had been lodged against a planning enforcement notice for Outbuilding Two at 17 Springfield Oval.

Resolved:

That, the appeal be noted.

Cllr D Temple left the meeting at 7:23pm having spoken in support of the decision made on the following item

P394 **QUIET LANES**

The Committee received and considered the further information regarding the Oxfordshire County Council's Quiet Lanes Scheme following the submission of an expression of interest at the previous meeting; this being for a section of Station Lane to be considered as an experimental pilot area.

A Ward Member reported that they had met with residents to discuss the proposal. While residents welcomed the opportunity to consider measures to improve the area, they expressed the view that the proposed scheme would not achieve the outcomes they were seeking and were therefore not in support. Members also noted that the additional information provided indicated the pilot would extend beyond comparable schemes elsewhere by restricting access to all vehicles, giving rise to concerns regarding access for emergency services and residents.

Following discussion, Members unanimously agreed not to progress the expression of interest any further.

Resolved:

1. That, the correspondence be noted and,
2. That, Oxfordshire County Council be advised that the Council does not wish to proceed with the request.

The meeting closed at: 7.25 pm

Chair

Witney Town CouncilPlanning Minutes - 14 July 2026

389

389- 1 26/077

Plot Ref :-24/00482/OUT

Type :- OUTLINE

Applicant Name :- .

Date Received :- 13/06/2026

Location :- North Witney SDA

Date Returned :- 15/07/2026

Proposal : Outline planning application for a residential-led mixed-use development (Use Class C3 / C2), a 2.2ha primary school (Use Class F1), and up to 400m2 community use and/or co-working hub and/or shop (Use Class E and F2) and Northern Distributor Road with creation of new vehicular access off Woodstock Road, New Yatt Road and Hailey Road and provision of public open space with associated infrastructure and earthworks. (All matters reserved except accessibility to the site, for vehicles in terms of the positioning and treatment of access to the site)

Observations : Witney Town Council welcomes the opportunity to submit further comments on this application in its capacity as the neighbouring parish and the main service centre for the area.

Having reviewed the revised submission, the Council considers that there have been no substantive changes to the proposals when compared with those previously submitted.

Accordingly, the Council maintains the position set out in its original consultation response, including its concerns and requests for developer contributions. The requested contribution figures have been updated below to reflect inflation.

Sports & Recreation	£43,000
Community	£10,500
Cemeteries	£21,000
Public Halls	£18,000
Climate & Biodiversity	£11,900
Heritage	£107,800
Total sum:	£212,200

Please see the Witney Town Council response dated 24th April 2024 for further details.

389- 2	26/078	Plot Ref :-26/01287/FUL	Type :-	FULL
	Applicant Name :-		Date Received :-	15/06/2026
	Location :-	10 Tungsten Park OX29 0AX	Date Returned :-	15/07/2026
	Proposal :	Erection of an external remote cooling plant enclosure to accompany the installation of an internal tornado environmental chamber.		
	Observations :	Witney Town Council has no objections regarding this application.		

389- 3 26/079 Plot Ref :-26/01398/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 15/06/2026
Location :- 8 Birdlip Close Date Returned :- 15/07/2026
OX28 5GE
Proposal : Conversion of garage to additional living space, and associated works

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

389- 4 26/080 Plot Ref :-26/01271/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 16/06/2026
Location :- 11 Market Square Date Returned :- 15/07/2026
OX28 6AB
Proposal : Erection of non illuminated fascia signage and one hanging sign

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

389- 5 26/081 Plot Ref :-26/01487/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 22/06/2026
Location :- 1 Robinson Lane Date Returned :- 15/07/2026
OX29 7AQ
Proposal : Erection of a single storey side extension, loft conversion with insertion of windows in gables, and associated works

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.

389- 6 26/082 Plot Ref :-26/01437/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 23/06/2026
Location :- 15 Church Green Date Returned :- 15/07/2026
OX28 4AZ
Proposal : Installation of solar panels on first floor roof.

Observations : Witney Town Council has no objections regarding this application. They welcome the proposed rood mounted solar panels which will contribute towards reducing carbon emissions and improving the energy efficiency of the property aligning with Policy CO17 (Energy Efficiency) of the WODC Local Plan 2031.

389- 7 26/083 Plot Ref :-26/01440/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 23/06/2026
Location :- 15 Church Green Date Returned :- 15/07/2026
Proposal : Internal and external works to install solar panels on first floor roof.

Observations : Witney Town Council has no objections regarding this application. They welcome the proposed rood mounted solar panels which will contribute towards reducing carbon emissions and improving the energy efficiency of the property aligning with Policy CO17 (Energy Efficiency) of the WODC Local Plan 2031.

389- 8	26/084	Plot Ref :-26/01490/HHD	Type :-	HOUSEHOLDE
Applicant Name :- .		Date Received :-	01/07/2026	
Location :- 10 Northfield Farm Lane OX28 1UA		Date Returned :-	15/07/2026	
Proposal : Erection of a single storey 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.				

389- 9	26/085	Plot Ref :-26/01565/ADV	Type :-	ADVERTISIN
Applicant Name :- .		Date Received :-	03/07/2026	
Location :- 52 High Street OX28 6HQ		Date Returned :-	15/07/2026	
Proposal : Installation of externally illuminated fascia sign together with window graphics, applied internally and externally to existing glazing and non-illuminated signage and two internal poster frames to front elevation				
Observations : Witney Town Council objects to this application and supports the comments made by both the West Oxfordshire District Council Conservation Officer and the Planning Officer.				
The Council considers that the proposed signage and external graphics are inappropriate for this prominent location on one of its prominent streets within the town centre and would be out of keeping with the character and appearance of neighbouring shopfronts along the High Street. As the site is located within the Witney & Cogges Conservation Area, there is a requirement for development to preserve or enhance the character and appearance of this historic part of the town. The Council is concerned that the proposed signage introduces a design and visual appearance that does not reflect the established character of surrounding premises and would result in harm to the street scene. Given the site's location, the Council feels that it is particularly important that signage respects the historic environment and contributes positively to the appearance of the town centre. The proposed scheme fails to achieve this and would detract from the cohesive and traditional character of the area.				

389- 10	26/086	Plot Ref :-26/01555/HHD	Type :-	HOUSEHOLDE
Applicant Name :- .		Date Received :-	06/07/2026	
Location :- 28 Lyneham Close OX28 5BS		Date Returned :-	15/07/2026	
Proposal : Conversion of storage area of loft to create second floor bathroom, including insertion of two rooflights in side (East) elevation, raise ceiling in main area of the loft to increase head height in existing bedroom together with changes to layout to form dressing area, and replacement of timber windows in existing rear dormers.				
Observations : Witney Town Council has no objections regarding this application.				

389- 11 26/087

Plot Ref :-26/01556/LBC

Type :- LISTED BUI

Applicant Name :- .

Date Received :- 06/07/2026

Location :- 28 Lyneham Close
OX28 5BS

Date Returned :- 15/07/2026

Proposal : | Internal and external alterations to convert storage area of loft to create second floor bathroom, including insertion of two rooflights in side (East) elevation, raise ceiling in main area of the loft to increase head height in existing bedroom together with changes to layout to form dressing area, and replacement of timber windows in existing rear dormers. Associated works.

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

The Meeting closed at : 7:25pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 4 August 2026

At 6.00 pm in the Virtual Meeting via MS Teams - Virtual Meeting

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman G Meadows	J Doughty (In place of R Smith)
Officers:	Derek Mackenzie Janine Sparrowhawk	Senior Administrative Officer & Committee Clerk Administration Asst - Communities & Planning
Others:	None.	

P395 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor R Smith, Councillor J Doughty attended as a substitute.

P396 DECLARATIONS OF INTEREST

Councillor J Aitman declared a personal, non-prejudicial interest in Planning Application 26/01592/FUL owing to being a resident of Eton Close.

P397 PUBLIC PARTICIPATION

There was no public participation.

P398 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.

P399 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - YE OLDE CROSS KEYS, MARKET SQUARE, WITNEY**

The Committee received and considered an application for a pavement licence for Ye Olde Cross Keys, Market Square, Witney.

Resolved:

That, a no objection response be forwarded to the licencing team at West Oxfordshire District Council.

P400 **REVIEW OF RURAL SPEED LIMITS**

Following deferment from the meeting of the Council (Minute FC382 13.07.2026 relates) the Committee considered the correspondence received from Oxfordshire County Council regarding a consultation of proposed rural speed limit changes.

Members generally supported the proposals, noting that the recommendations appeared proportionate and aimed at improving road safety.

The Committee was in unanimous agreement that the following submission be entered.

Witney Town Council supports the proposed scheme and welcomes measures that improve road safety for all users. The Council is particularly supportive of changes to speed limits where they will help reduce the risk of collisions and create safer conditions for all road users.

The Council also recognises the wider benefits that appropriately managed speed limits can bring, including improvements to the local environment through reduced noise and emissions, and enhanced quality of life for residents.

Overall, Witney Town Council welcomes the review and supports proposals that contribute to making Oxfordshire's roads safer.

Resolved:

That, the above response be submitted to the Vision Zero team at Oxfordshire County Council.

The meeting closed at: 6.34 pm

Chair

398- 3	26/091	Plot Ref :-26/01666/S73	Type :-	VARIATION
	Applicant Name :- .		Date Received :-	15/07/2026
	Location :- 2 Willowbank		Date Returned :-	05/08/2026
	Proposal :	Variation of condition 2 of Planning Permission 26/00757/HHD to allow clear glass in place of approved frosted glass in side elevation windows.		
	Observations :	Witney Town Council has no objections regarding this application.		
398- 4	26/092	Plot Ref :-26/01026/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	17/07/2026
	Location :- 62 Burwell Meadow OX28 5JQ		Date Returned :-	05/08/2026
	Proposal :	Erection of single storey rear extension to replace conservatory & erection of single storey extension to the rear of the garage (amended description)		
	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.		
398- 5	26/093	Plot Ref :-26/01682/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	20/07/2026
	Location :- 38 Mary Ellis Way		Date Returned :-	05/08/2026
	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.		
398- 6	26/094	Plot Ref :-26/01680/S73	Type :-	VARIATION
	Applicant Name :- .		Date Received :-	22/07/2026
	Location :- 8 Stanway Close OX28 5GA		Date Returned :-	05/08/2026
	Proposal :	Variation of conditions 2 and 3 of planning permission 19/02762/HHD to allow alterations to the rear dormers and replacement of the front dormers with rooflights		
	Observations :	Witney Town Council has no objections regarding this application.		
398- 7	26/095	Plot Ref :-26/01592/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	22/07/2026
	Location :- 80 Eton Close OX28 3GB		Date Returned :-	05/08/2026
	Proposal :	Change of use of land to enlarge domestic garden and erection of boundary fencing and gate. (Retrospective).		
	Observations :	Witney Town Council objects to this application.		

Members are concerned that the proposal would result in the narrowing and increased restriction of an existing route used by pedestrians, cyclists and mobility scooter users, to the detriment of accessibility and active travel within the locality. The Council considers the retention of safe and convenient routes for non-motorised users to be an important consideration and is concerned that the proposal would diminish this.

Members are also concerned that approval of this application could set an undesirable precedent for similar proposals in the surrounding area, leading to the gradual erosion of these routes and the openness they contribute to the street scene.

The Council notes that the applicant declares that they own the land in question and acknowledges that, should this be confirmed and no public access rights be affected, this will be a matter for the Local Planning Authority to consider. However, Members consider that land ownership does not outweigh the planning concerns arising from the proposal.

Accordingly, Witney Town Council maintains its objection on the grounds of the impact on pedestrians, cyclists and mobility scooter users, together with the precedent that approval may establish within the locality.

398- 8	26/096	Plot Ref :-26/01696/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	22/07/2026
	Location :- 27 South Lawn		Date Returned :-	05/08/2026
	Proposal : Conversion of existing garage to create additional living space.			
	Observations : Witney Town Council has no objections regarding this application.			

398- 9	26/097	Plot Ref :-26/01736/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	24/07/2026
	Location :- 44 Ducklington Lane OX28 5JA		Date Returned :-	05/08/2026
	Proposal : Erection of a two storey side extension to replace garage, erection of single storey rear and front extensions, and associated works			
	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.			

398- 10	26/098	Plot Ref :-26/01621/LBC	Type :-	LISTED BUI
	Applicant Name :- .		Date Received :-	24/07/2026
	Location :- Blanket Hall 100 High Street OX28 6HL		Date Returned :-	05/08/2026
	Proposal : External works to include repairs to the Bellcote on the roof of the Blanket Hall			
	Observations : Witney Town Council has no objection to this application.			

Members welcome the proposed repairs to the Bellcote and support the continued conservation and protection of this important heritage asset. The Council is particularly pleased to note the intention to retain the known graffiti-marked lead sections and preserve them for heritage and educational purposes

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 25 August 2026

At 6.00 pm in the Virtual Meeting via MS Teams - Virtual Meeting

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman	J Treloar
	G Meadows	J Doughty (In place of D Temple)
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Janine Sparrowhawk	Administration Asst - Communities & Planning
Others:	None.	

P401 APOLOGIES FOR ABSENCE

Apologies for absence was received from Councillors R Smith & D Temple, Councillor J Doughty attended as a substitute for the latter.

P402 DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

Later in the meeting when consideration was given to application 26/02042/LBC – 6 Station Lane, Witney Cllr G Meadows declared a non-pecuniary interest due to her position as an appointed trustee of the applicant, Witney Town Charity.

P403 PUBLIC PARTICIPATION

There was no public participation.

P404 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.

P405 **WITNEY TRAFFIC ADVISORY COMMITTEE MINUTES**

The Committee received the minutes of the Witney Traffic Advisory Committee held on 30 June 2026

Resolved:

That, the minutes of the Witney Traffic Advisory Committee held on 30 June 2026 be noted.

P406 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - PART & PARCEL, 2-4 MARKET SQUARE, WITNEY**

The Committee noted the Pavement Licence Application for Part & Parcel, 2-4 Market Square under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, by prior agreement, documents were circulated electronically to members of this Committee.

Resolved:

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council on 17 August 2026.

P407 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - GAIL'S, 17 MARKET SQUARE, WITNEY**

The Committee noted the Pavement Licence Application for Gail's, 17 Market Square under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, by prior agreement, documents were circulated electronically to members of this Committee.

A Member noted an apparent discrepancy in the operating hours stated within the application, which referred to Monday to Sunday, 07:00 to 09:00 hours. Officers advised that this had been queried with the Licensing Authority, which confirmed that the application sought permission for trading between 07:00 and 19:00 hours, seven days a week.

Resolved:

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council on 21 August 2026.

P408 **WEST OXFORDSHIRE DISTRICT COUNCIL - LOCAL DEVELOPMENT SCHEME (LDS) UPDATE JULY 2026**

The Committee received the update from West Oxfordshire District Council regarding the Local Development Scheme (LDS).

In response to a question regarding the receipt of any Community Infrastructure Levy (CIL) funding, it was confirmed that no such funding had been received by the Town Council.

The Committee noted that the report was provided for information and outlined the anticipated timetable for the progression of the Local Plan. Members were advised that a further

consultation on the emerging Local Plan 2043 was expected imminently, although publication had been delayed from the previously anticipated June date and was now indicated for August 2026. Any further consultation would be brought before the Committee at a future meeting for consideration.

The Committee considered whether a response to the Local Development Scheme update was required and agreed that no formal response was necessary at this stage.

Resolved:

That the update be noted.

The meeting closed at: 6.18 pm

Chair

404- 5	26/105	Plot Ref :-26/01835/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	07/08/2026
	Location :- 2 Witan Park Industrial Estate OX28 4FH		Date Returned :-	26/08/2026
	Proposal :	Reconfiguration of the front elevation to change existing doors to windows and relocation of the principle entrance. Installation of a new entrance canopy and redecoration of the existing windows (retrospective)		
	Observations :	Witney Town Council has no objection to this application.		
404- 6	26/106	Plot Ref :-26/01618/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	12/08/2026
	Location :- 86 Quarry Road OX28 1JT		Date Returned :-	26/08/2026
	Proposal :	Erection of single storey front 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 measurers 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.		
404- 7	26/107	Plot Ref :-26/01861/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	10/08/2026
	Location :- 8 Market Square OX28 6BB		Date Returned :-	26/08/2026
	Proposal :	Change of use of the ground floor from Sui Generis (wine/cocktail bar/public house) to Class E (retail).		
	Observations :	Witney Town Council has no objection to this application. Members welcome the change of use of the vacant premises to a retail unit.		
404- 8	26/108	Plot Ref :-26/01717/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	12/08/2026
	Location :- 104 Woodstock Road OX28 1DY		Date Returned :-	26/08/2026
	Proposal :	Erection of first floor side extension		
	Observations :	Witney Town Council has no objection to this application.		
404- 9	26/109	Plot Ref :-26/01732/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	14/08/2026
	Location :- Almshouses 5-15 Newland		Date Returned :-	26/08/2026
	Proposal :	Erection of a rear first floor dormer window extension to each cottage to provide additional living space, with alterations to the rear roof, and associated works		
	Observations :	Witney Town Council has no objection to this application. Members welcome the additional living space to these Almshouses.		

404- 10 26/110 Plot Ref :-26/01733/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 14/08/2026
Location :- Almshouses 5-15 Newland Date Returned :- 26/08/2026
Proposal : Internal and external alterations to include erection of rear first floor dormer window extensions to each cottage to provide additional living space, alterations to the rear roof, and alterations to internal layout. Rebuilding of the front boundary wall.
Observations : Witney Town Council has no objection to this application. Members welcome the additional living space to these Almshouses.

404- 11 26/111 Plot Ref :-26/01864/S73 Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 17/08/2026
Location :- Scrap Yard, Rear of 58 West End Witney Date Returned :- 26/08/2026
Proposal : Conversion of existing building to create 3 no dwelling houses together with alterations and associated works including formation of parking and private gardens. Non-compliance with conditions 8, 9 & 10 of 25/02265/FUL to allow some alterations to convert the building to commence without the required details to be submitted and approved by the Local Planning Authority (retrospective).
Observations : Witney Town Council has no objection to this application.

The Meeting closed at : 6:18pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 15 September 2026

At 6.00 pm in the Virtual Meeting via MS Teams - Virtual Meeting

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman D Temple	J Treloar R Smith
Officers:	Adam Clapton Derek Mackenzie Janine Sparrowhawk	Deputy Town Clerk Senior Administrative Officer & Committee Clerk Administration Asst - Communities & Planning
Others:	None.	

P440 APOLOGIES FOR ABSENCE

No apologies for absence were received.

P441 DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

P442 PUBLIC PARTICIPATION

There was no public participation.

Cllr D Temple joined the meeting at 6:07pm from Application number 26/01995/LBC

P443 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.

P444 NOTIFICATION OF PLANNING APPEAL - 2 VINER CLOSE, WITNEY

The Committee received notification of Planning Appeal 26/00025/APPEAL in respect of 2 Viner Close, Witney.

Resolved:

That the notification of the Planning Appeal be noted.

P445 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - HUFFKINS, 35 HIGH STREET**

The Committee received and considered an application for a pavement licence for Huffkins, 35 High Street, Witney.

Resolved:

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council.

P446 **OCC CONSULTATION - WITAN WAY ZEBRA CROSSING**

The Committee received details of a consultation from Oxfordshire County Council concerning the installation of a Zebra Crossing at Witan Way.

Members strongly welcomed the proposed zebra crossing, highlighting longstanding road safety concerns at the location, particularly for schoolchildren, pedestrians and users travelling between Station Lane and surrounding residential and commercial areas.

The following response was agreed:

Witney Town Council strongly supports the proposed zebra crossing and welcomes its installation. Members consider this to be a long-awaited improvement that will provide a safer and more convenient crossing point for pedestrians.

The Members believe the proposal will significantly enhance road safety by improving pedestrian visibility and providing a dedicated crossing point at a location with high levels of pedestrian movement. Members particularly welcome the crossing's proximity to the nearby supermarket, business premises and industrial units, which generate regular pedestrian activity throughout the day.

The crossing will improve access for employees, customers, residents, schoolchildren, older people and those with mobility impairments, making it easier and safer to travel between these destinations on foot. Members also consider that the scheme will encourage active travel and support sustainable transport options within the town.

Overall, Witney Town Council fully supports the proposal and welcomes its implementation as a positive and much needed measure to improve pedestrian safety, accessibility and connectivity for all road users.

Resolved:

That, the above response be submitted to Oxfordshire Country Council for consideration.

Cllr D Temple left the meeting at 6:22pm

P447 **WEST OXFORDSHIRE DRAFT LOCAL PLAN 2043**

Members received notification of consultation on the draft Local Plan 2043 and noted that a formal response was required by 9 October 2026.

Discussion included the supporting Infrastructure Delivery Plan and whether sufficient infrastructure detail was available to inform consideration of the draft Plan. A Member highlighted the importance of ensuring that proposals relating to youth provision and enhanced sport and leisure facilities were appropriately reflected within the Witney-specific sections of the Plan.

Concerns were raised regarding terminology used within the draft document, including references to a "Northern Distributor Road", and it was considered important that such infrastructure terminology is clearly defined. Members further discussed the strategic transport requirements associated with future growth and expressed the view that, should a second river crossing not be delivered, there were questions as to whether elements of the Plan could be considered sound, noting that soundness was a key consideration identified within the District Council's consultation guidance.

It was agreed that Members would review the draft Plan in detail ahead of the Committee's next meeting on 6 October 2026, when a formal response would be formulated. The Committee Clerk invited Members to submit comments and observations to officers in advance of that meeting to enable a robust draft response to be prepared for consideration by the Committee.

Resolved:

1. That, the Committee welcomes the receipt of the draft West Oxfordshire Local Plan 2043 and;
2. That, Members review the details of the plan and;
3. That, the Committee formulate their response to the consultation at its meeting on 6 October 2026.

P448 **MINOR VARIATION - NEWSLINK, CORN STREET, WITNEY**

At the express permission of the Chair, and given the short statutory timescale for Witney Town Council to respond, the Committee received the Application for Minor Variation from NewsLink, Corn Street, Witney under the Licensing Act 2003.

Members concluded that the changes appeared minor in nature. No concerns were raised regarding the licensing objectives.

Members did, however, note that the submitted licence plan appeared not to include certain storage areas and ask that Officers query whether any alcohol storage associated with the premises should be reflected within the licensed area.

Resolved:

That, a no objection response be forwarded to the licensing team at West Oxfordshire District Council.

The meeting closed at: 6.41 pm

Chair

Observations : Witney Town Council has no objection to this application.

443- 7	26/118	Plot Ref :-26/02042/LBC	Type :-	LISTED BUILDING
	Applicant Name :-		Date Received :-	01/09/2026
	Location :-	6 Station Lane Witney	Date Returned :-	16/09/2026
	Proposal :	Internal alterations to install a toilet into first floor bedroom		
	Observations :	Witney Town Council has no objection to this application. Members welcome the improvements to the living accommodation of this Almshouse.		

443- 8	26/119	Plot Ref :-26/00776/S73	Type :-	VARIATION
	Applicant Name :- .		Date Received :-	07/09/2026
	Location :- Scrap Yard Rear of 58 West End West End Witney		Date Returned :-	21/09/2026
	Proposal : Variation of conditions 1, 6 (cycle parking details), 17 (drainage) and 18 (surface water drainage scheme) of planning permission 26/00478/S73 to allow changes to internal layout (Plots 1 - 5), reconfiguration of garden boundaries (Plots 6 - 9) and changes to parking layout. External alterations to windows, doors and external amenity space of plot 5 (amended description and plans)			
	Observations : Witney Town Council has no objection to this application.			

On behalf of :- Witney Town Council

5 Planning Applications

- | | | |
|-------|--|---|
| 5 . 1 | <p>26/120</p> <p>Applicant Name :- .</p> <p>Parish :- SOUTH</p> <p>Location :- 19 Saxon Way
Witney</p> <p>Proposals :- Erection of a replacement conservatory with warm roof tile effect finish</p> <p>Observations :-</p> | <p>Plot Ref :- 26/02119/HHD Type :- HOUSEHOL</p> <p>Date Received :- 14/09/2026</p> <p>Date Returned :-</p> <p>Agent</p> |
| <hr/> | | |
| 5 . 2 | <p>26/121</p> <p>Applicant Name :- .</p> <p>Parish :- SOUTH</p> <p>Location :- 33 Abbey Road
Witney</p> <p>Proposals :- Erection of single storey side and rear extension to form utility and shower room together with two storey rear infill extension</p> <p>Observations :-</p> | <p>Plot Ref :- 26/02186/HHD Type :- HOUSEHOL</p> <p>Date Received :- 16/09/2026</p> <p>Date Returned :-</p> <p>Agent</p> |
| <hr/> | | |
| 5 . 3 | <p>26/122</p> <p>Applicant Name :- .</p> <p>Parish :- EAST</p> <p>Location :- 14 Marsh Walk
Witney</p> <p>Proposals :- Insertion of velux rooflight to front elevation</p> <p>Observations :-</p> | <p>Plot Ref :- 26/02206/HHD Type :- HOUSEHOL</p> <p>Date Received :- 18/09/2026</p> <p>Date Returned :-</p> <p>Agent</p> |
| <hr/> | | |
| 5 . 4 | <p>26/123</p> <p>Applicant Name :- .</p> <p>Parish :- SOUTH</p> <p>Location :- 1 Wilmot Close
Witney</p> <p>Proposals :- Erection of single-storey rear and side extensions</p> <p>Observations :-</p> | <p>Plot Ref :- 26/02181/HHD Type :- HOUSEHOL</p> <p>Date Received :- 22/09/2026</p> <p>Date Returned :-</p> <p>Agent</p> |
-

5 . 5	26/124	Plot Ref :- 26/02216/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 22/09/2026	
	Parish :- WEST	Date Returned :-	
	Location :- 17 Hurricane Close	Agent	
	Witney		
	Proposals :-	Erection of a single storey rear extension with covered link, conversion of garage, and associated works	
	Observations :-		
5 . 6	26/125	Plot Ref :- 26/02211/S73	Type :- VARIATION
	Applicant Name :- .	Date Received :- 23/09/2026	
	Parish :- CENTRAL	Date Returned :-	
	Location :- 37 Burford Road	Agent	
	Witney		
	Proposals :-	Variation of condition two of planning permission to 26/00849/HHD to allow alterations to the single storey rear extension.	
	Observations :-		
5 . 7	26/126	Plot Ref :- 26/02276/FUL	Type :- FULL
	Applicant Name :- .	Date Received :- 28/09/2026	
	Parish :- SOUTH	Date Returned :-	
	Location :- 133 Burwell Drive	Agent	
	Witney		
	Proposals :-	Alterations to shop front and associated works	
	Observations :-		
5 . 8	26/127	Plot Ref :- 26/02139/LBC	Type :- LISTED BUI
	Applicant Name :- .	Date Received :- 29/09/2026	
	Parish :- SOUTH	Date Returned :-	
	Location :- Barclays Bank	Agent	
	30-32 Market Square		
	Witney		
	Proposals :-	Repair, maintenance and upgrade to HVAC services within existing retail bank	
	Observations :-		
5 . 9	26/128	Plot Ref :- 26/02162/FUL	Type :- FULL
	Applicant Name :- .	Date Received :- 25/09/2026	
	Parish :- NORTH	Date Returned :-	
	Location :- 2 Vanner Road	Agent	
	Witney		
	Proposals :-	Change of use of annexe to self contained AIRBNB (Retrospective)	
	Observations :-		

5 . 10

26/129

Plot Ref :- 26/02287/PN56 Type :- PRIOR NOTI

Applicant Name :- .

Date Received :- 25/09/2026

Parish :- SOUTH

Date Returned :-

Location :- Witney Town Bowls Club Agent
The Leys
Witney

Proposals :- Installation of solar PV array to Witney Town Bowls Club roof

Observations :-

Agenda Item 6

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6

Tue 6 October 2026

District Ref

' C ' Contrary to District 'CD' Contrary Delegated

' D ' Delegated

' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

GRANTED PLANNING PERMISSIONS

E 26/047	Approved	2 Burwell Drive
E 26/050	Approved	26 South Lawn
E 26/053	Approved	37 Burford Road
E 26/056	Approved	62 Burwell Meadow
E 26/057	Approved	11 Market Square
E 26/058	Approved	11 Market Square
E 26/061	Approved	Scrap Yard Rear Of 58 West End
E 26/062	Approved	178 Manor Road
E 26/063	Approved	4 Saxon Way
E 26/064	Approved	11 Crawley Road
E 26/065	Approved	Archway Between 75 And 77 High
E 26/067	Approved	18 Woodford Mill
E 26/068	Approved	The Three Pigeons Inn
E 26/069	Approved	The Three Pigeons Inn
E 26/072	Approved	35 Spring Meadow
E 26/075	Approved	71 Oxford Hill
E 26/076	Approved	23 Burwell Meadow
E 26/078	Approved	10 Tungsten Park
E 26/079	Approved	8 Birdlip Close
E 26/080	Approved	11 Market Square
E 26/081	Approved	1 Robinson Lane
E 26/084	Approved	10 Northfield Farm Lane

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6

Tue 6 October 2026

District Ref

' C ' Contrary to District 'CD' Contrary Delegated

' D ' Delegated

' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 2

GRANTED PLANNING PERMISSIONS

C 26/086	Approved with Conditions	28 Lyneham Close
District COMMENT Detailed specifications and drawings of all external windows and doors to include elevations of each complete assembly at a minimum 1:20scale and sections of each component at a minimum 1:5 scale and including details of all materials, finishes and colours shall be submitted to and approved in writing by the Local Planning Authority before that architectual feature is commissioned/erected on site. At least 1 no. externally mounted bat box (e.g. tube, brick or access panel) to be installed into the southern or western elevation wall of the building in accordance with the council's Biodiversity Specification #4.		Local COMMENT Witney Town Council has no objections regarding this application.
C 26/087	Approved with Conditions	28 Lyneham Close
District COMMENT Detailed specifications and drawings of all external windows and doors to include elevations of each complete assembly at a minimum 1:20scale and sections of each component at a minimum 1:5 scale and including details of all materials, finishes and colours shall be submitted to and approved in writing by the Local Planning Authority before that architectual feature is commissioned/erected on site.		Local COMMENT Witney Town Council has no objections regarding this application.
E 26/091	Approved	2 Willowbank
E 26/099	Approved	52 High Street
E 26/101	Approved	74 High Street
E 26/105	Approved	2 Witan Park Industrial Estate
E 26/106	Approved	86 Quarry Road
C WTC/031/26	Approved with Conditions	63 BARRINGTON CLOSE
District COMMENT That the development be carried out in		Local COMMENT Witney Town Council objects to this application due to the loss of publicly accessible amenity land and the associated environmental and planning concerns.
		Members consider that the enclosure of this land into a private residential garden represents an unjustified encroachment of private curtilage onto land which currently forms part of the wider communal amenity space within the development. The proposal would result in the permanent loss of land intended for the benefit and enjoyment of the wider community and would erode the openness and character of the area.
		The Council considers the proposal to be contrary to Policies OS2 and EH3 of the West Oxfordshire Local Plan 2031, which seek to protect valued green infrastructure, amenity land and the character of the built and natural environment. The loss of this area of communal land would diminish the contribution it makes to the environmental quality and visual amenity of the locality.
		The proposal is also inconsistent with the principles set out in the National Planning Policy Framework,

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6

Tue 6 October 2026

District Ref

' C ' Contrary to District 'CD' Contrary Delegated

' D ' Delegated

' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 3

GRANTED PLANNING PERMISSIONS

accordance with the approved plans

The development shall be constructed with the materials specified in the application.

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification), no development permitted under Schedule 2, Part 1, Class E shall be carried out other than that expressly authorised by this permission.

REASON: Control is needed to protect the visual amenity of the area.

The development shall be carried out in accordance with the following biodiversity enhancement features. All the features listed below shall be implemented in full before the development hereby approved is first brought into use, unless otherwise agreed in writing by the local planning authority, and all the features shall thereafter be permanently retained and maintained for the stated purpose of biodiversity conservation. Hedgehog gaps to be installed in new boundary fencing; and A house sparrow terrace shall be installed on the north elevation of the dwelling in accordance with 63BC-PR-01 Rev. C.

REASON: In the interest of biodiversity enhancement.

which emphasises that planning decisions should protect and enhance public open spaces and support healthy, inclusive communities through the provision and protection of accessible green infrastructure.

Members also wish to highlight that, although similar applications may have previously been approved in the locality, Witney Town Council strongly considers that the continued incremental loss of communal amenity land through such proposals is harmful to the overall character and function of these spaces. The approval of further applications of this nature would risk establishing or reinforcing an undesirable precedent that could lead to the progressive erosion of shared green space intended for the benefit of all residents.

For these reasons, Witney Town Council objects to the application.

However, should West Oxfordshire District Council be minded to approve the proposal, the Town Council requests that a planning condition be imposed to ensure the land remains as green space, ancillary to the dwelling and that permitted development rights are restricted to prevent the erection of buildings, structures or further development on the land in the future.

104 THE CROFTS

Local COMMENT Witney Town Council does not object to this application.

They consider that, in principle, the development is acceptable and broadly consistent with the objectives of the West Oxfordshire Local Plan 2031, including Policy OS2 (Locating Development in the Right Places) and Policy H2 (Delivery of New Homes).

However, they note that the proposal involves the removal of four existing trees and request that the noted replacement trees are secured and delivered as part of the development, to ensure no net loss to local amenity and biodiversity. This would align with Policy EH3 (Biodiversity and Geodiversity) of the Local Plan and the environmental objectives of the National Planning Policy Framework (NPPF), particularly Section 15 (Conserving and enhancing the natural environment).

The Council also raises concerns regarding drainage and requests that appropriate measures are secured to ensure the development does not increase flood risk or surface water issues in the area. They ask that the advice of the relevant drainage and flood risk consultees is fully taken into account, in accordance with Policy EH7 (Flood Risk) of the Local Plan and NPPF Section 14 (Flooding and climate change).

C WTC/035/26

Approved with Conditions

District COMMENT

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6

Tue 6 October 2026

District Ref

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

Page No : 4

GRANTED PLANNING PERMISSIONS

E WTC/103/25 Approved 35 OXLEASE

REFUSED PLANNING PERMISSIONS

C 26/066 Refused

District COMMENT The proposed two-storey front extension, by reason of its siting, scale, massing and design, fails to respect the existing character and appearance of the host dwelling and as such will appear as an incongruous addition, to the detriment of the visual character and appearance of the area. As such, the proposal is considered contrary to policies with Policies OS2, OS4 and H6 of the West Oxfordshire Local Plan 2031, the relevant paragraphs of the NPPF and the West Oxfordshire Design Guide 2016.

2 Viner 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.

C WTC/027/26 Refused

District COMMENT The application site and proposed

5A WEST END

Local COMMENT Witney Town Council does not object to this application in terms of material planning considerations.

Members welcome the provision of one-bedroom accommodation close to the town centre, which contributes to housing choice within the town and supports sustainable patterns of development. This aligns with the objectives of the West Oxfordshire Local Plan 2031, including Policy H2 (Delivery of New Homes) and Policy OS2 (Locating Development in the Right Places), which encourage the provision of housing within accessible and sustainable locations.

Members note that national policy within the National Planning Policy Framework (NPPF) supports the efficient use of land and encourages developments that make effective use of previously developed land, particularly in accessible locations (see NPPF paragraphs 124-125).

However, Members raise some concern that the proposed bedroom size appears relatively compact, and request that officers consider whether the internal layout provides an adequate standard of accommodation, having regard to the principles set out within the NPPF relating to the creation of high-quality, well-designed places (see NPPF Section 12, Achieving well-designed places) and any relevant internal space standards.

Members also ask that the comments from Environmental Health are taken into account and support the inclusion of a land contamination condition, requiring investigation, risk assessment and remediation should contamination be identified during development. This would be consistent with Policy EH8 (Environmental Protection) of the West Oxfordshire Local Plan 2031 and national policy within NPPF Section 15 (Conserving and Enhancing the Natural Environment).

In addition, Members note the comments of the Flood

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6

Tue 6 October 2026

District Ref

' C ' Contrary to District 'CD' Contrary Delegated

' D ' Delegated

' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 5

REFUSED PLANNING PERMISSIONS

building is identified by the Environment Agency as being partly within flood zone 2. No Flood Risk Sequential Test was submitted as part of the application. As such inadequate evidence has been submitted to show that there are no reasonably available sites appropriate for the proposed development in areas with a lower probability of flooding. Given that insufficient information has been provided in relation to flood risk, officers are unable to determine whether the proposal would ensure that the development does not increase flood risk at the site, or existing property or land beyond the site boundary. The application of policies in the National Planning Policy Framework (NPPF, December 2024) that protect areas at risk of flooding therefore provide a strong reason for refusing the development proposed which is contrary to policies H2, OS2 and EH7 of the West Oxfordshire Local Plan (2018), Section 14 of the NPPF (2024) and the Environment Agency's Flood Risk Standing Advice (2026).

The adverse impacts of the proposed development, including the harm to the amenity of existing residents and future users of the development resulting from poor quality design, and the adverse impacts from failing to demonstrate that there are no reasonably available sites appropriate for the proposed development in areas with a lower risk of flooding, would significantly and demonstrably outweigh the benefits of the proposal when assessed against the policies in the National Planning Policy Framework (NPPF, 2024) taken as a whole, having particular regard to key policies for directing development to sustainable locations, making effective use of land, securing well-designed places and providing affordable homes, individually or in combination. Therefore, the application is contrary to paragraphs 129, 135, 139 and Chapter 14 of the NPPF (2024), policies OS1, OS2, OS4, H2 and EH7 of the West Oxfordshire Local Plan (2018), the National Design Guide (2021) and the Environment Agency's Flood Risk Standing Advice (2026).

Risk Management Officer regarding the site's susceptibility to groundwater flooding notes at 50-75% and request that appropriate drainage and mitigation measures are secured as part of the development in accordance with Policy EH7 (Flood Risk) of the West Oxfordshire Local Plan 2031 and the principles set out in NPPF Section 14 (Meeting the challenge of climate change, flooding and coastal change).

OTHER PLANNING DETAILS

26/052

Withdrawn

107 High Street

Date: 25th September 2026
Our ref: 26/00028/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: 5A West End Witney Oxfordshire

Description of Development: Demolition of a timber workshop and erection of a replacement building comprising 2 x 1-bedroom apartments and associated works.

Original Application Number: 26/00374/FUL

Appellant's name: Inside Out Developments Ltd

Appeal Reference: 6016235

Appeal Start Date: 16.09.2026

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://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>

In deciding whether to provide further comments, you are advised that the appellant may have submitted additional evidence that you have not previously seen. Your comments can address such matters.

If you do not have access to the internet, you can send your comments to the following address quoting reference number 6016235:

In writing : The Planning Inspectorate
C/o QUADIENT
69 Buckingham Avenue
Slough
SL1 4PN

All representations must be received by the Planning Inspectorate by 23rd October 2026. 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.

Please ensure that all comments/documents submitted are GDPR compliant.

If you wish to track the progress of the appeal you can do so via:

<https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>

by searching under the appeal reference 6016235.

You can also view the appeal documents on the Council's website at www.westoxon.gov.uk/planning under the original application reference.

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:

<https://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://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>

Yours sincerely

Chris Wood

Senior Planning Officer (Appeals)
Planning and Strategic Housing

From: Oxfordshire County Council

Sent: 23 September 2026 06:36

Subject: CONSULTATION – Spring Meadow (Witney) – Proposed One-way Traffic Restriction

Importance: High

RE: CONSULTATION – Spring Meadow (Witney) – Proposed One-way Traffic Restriction

We're asking for your views on the proposal to formalise the One-way restriction on Spring Meadow in Witney, with traffic being permitted to travel clockwise only - an accompanying `No Entry` restriction will be also introduced, preventing traffic from travelling northwards (i.e. anti-clockwise). The proposals are being put forward for road safety reasons, which will see no change to the existing arrangements as 'on-the-ground', and with plans in place to adopt the roads within the development – all existing restrictions are required to be in-line with required legal standards. In light of this please find the following consultation documents attached:

- Public Notice,
- Statement of Reasons,
- Consultation Plan,
- Draft Traffic Regulation Order.

The proposed Traffic Regulation Order is scheduled to be advertised in the Witney & West Oxfordshire Gazette newspaper today; Wednesday 23rd September 2026, details are also available to view on the Councils consultation portal at the following link:

https://letstalk.oxfordshire.gov.uk/witney_springmeadow_oneway2026

As stated on the notice, any objections or other representations on the proposals should be submitted by **Friday 23rd October 2026**.

Note. parish & town councils and local Cllrs (County, District, Parish etc..) are all encouraged to use the information contained within & attached to this email to publicise the proposals locally amongst their residents as necessary.

Kind Regards,

Network Management | Environment & Highways
Oxfordshire County Council | County Hall | New Road | Oxford | OX1 1ND

**OXFORDSHIRE COUNTY COUNCIL
(WEST OXFORDSHIRE – VARIOUS ROADS) (MAP BASED)
(TRAFFIC MANAGEMENT) (VARIATION No.*) ORDER 20****

NOTICE is given that Oxfordshire County Council proposes to make the above order under the Road Traffic Regulation Act 1984 and all other enabling powers. The effect of the order – which is being put forward for road safety reasons – is to introduce a **One-Way restriction** on Spring Meadow, in Witney as follows:

- Traffic to travel southwards (clockwise) only from its junction with the link road between Curbridge Road & Spring Meadow.

* This will be further supported by a `No Entry` restriction, preventing traffic from travelling northwards (anti-clockwise) from its junction with the link road between Curbridge Road & Spring Meadow.

The Oxfordshire County Council (West Oxfordshire – Various Roads) (Map Based) (Traffic Management) Order 2026 will be further amended, updating Map Tile: EM31 in the process.

Documents giving more details of the proposals are available for public inspection online by visiting: <https://letstalk.oxfordshire.gov.uk> Copies may be made available on request.

Objections to the proposals and other representations specifying the grounds on which they are made may be sent in writing to the address below by the end of **23 October 2026**. The Council will consider objections and representations received in response to this Notice. They may be disseminated widely for these purposes and made available to the public.

Traffic Regulation Order & Schemes (Ref: CM/12.6.410/P0384) for the Director of Environment & Highways, Oxfordshire County Council, County Hall, New Road, Oxford, OX1 1ND. (Email: christian.mauz@oxfordshire.gov.uk)



**OXFORDSHIRE COUNTY COUNCIL
(WEST OXFORDSHIRE – VARIOUS ROADS) (MAP BASED)
(TRAFFIC MANAGEMENT) (VARIATION No.*) ORDER 20****

STATEMENT OF REASONS

Oxfordshire County Council is proposing to introduce a One-way restriction on Spring Meadow in Witney. Traffic will be permitted to travel clockwise only and an accompanying 'No Entry' restriction will be also introduced, preventing traffic from travelling northwards (i.e. anti-clockwise).

The proposals are being put forward for road safety reasons, which will see the formalisation of the existing arrangements. The residential development is completely built, but not yet adopted. It is the intention of OCC to progress a S38 legal agreement to adopt the highway assets, and as such all existing restrictions are required to be in-line with required standards.

The County Council continues its responsibility to consider the provision of convenient and safe movement of motor vehicles and other traffic, and the proposed measures are aimed at ensuring that danger is minimised¹ whilst facilitating the effective and safe passage of traffic².

Date: 23rd September 2026

Traffic Regulation Order & Schemes
for the Director of Environment & Highways
Oxfordshire County Council
County Hall
New Road
Oxford
OX1 1ND.

¹ Sections 1 (1) (a) & 122 Road Traffic Regulation Act 1984

² Sections 1 (1) (c) & 122 Road Traffic Regulation Act 1984

**OXFORDSHIRE COUNTY COUNCIL
(WEST OXFORDSHIRE – VARIOUS ROADS) (MAP BASED)
(TRAFFIC MANAGEMENT) (VARIATION No.*) ORDER 20****

Oxfordshire County Council (“the Council”) in exercise of its powers conferred by Section 1(1), 2(1) to (3), 3, 4, 19, 122 and 124 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 (“the RTRA 1984”) and all other enabling powers, and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 of the RTRA 1984, hereby make the following Order:

Citation and Commencement

1. This Order may be cited as the “Oxfordshire County Council (West Oxfordshire – Various Roads) (Map Based) (Traffic Management) (Variation No.*) Order 20**” and shall come into force on the day of 20**.
2. The restrictions imposed by this Order are in addition to and not in derogation of any restriction, prohibition or requirement imposed by any other enactment and any expression or exemption from the provisions of this Order is without prejudice to the provisions of any other enactment.
2. Any reference in this Order to a numbered Article or Schedule shall, unless the context otherwise requires, be construed as a reference to a numbered Article or Schedule bearing that number in this Order.
4. The Oxfordshire County Council (West Oxfordshire – Various Roads) (Map Based) (Traffic Management) Order 2026, and the Oxfordshire County Council (West Oxfordshire – Various Roads) (Map Based) (Traffic Management) (Variation No.1) Order 2026 (“the 2026 Order”) is amended in the manner and to the extent specified in the Schedule to this order.

GIVEN UNDER the Common Seal of the Oxfordshire County Council

this day of 20**

SCHEDULE

1.)

Replacement of Map Tiles in "the 2021 Order": (Spring Meadow, Witney)

The map tiles specified below in column 2 has the effect of revoking and replacing any previous map tiles and provisions specified in column 1.

<i>Column 1</i>	<i>Column 2</i>
Current Map tile attached to "the 2021 Order"	Replacement Map tile attached to this Order
Map Tile Ref: EM31 - Version 0	Map Tile Ref: EM31 - Version 1

2.)

Schedule 2 is replaced as follows:

"SCHEDULE 2

MAP SCHEDULE

The list of Map Tiles, which in conjunction with the Map Schedule Legend comprise the Map Schedule to this Order:

Map Tile Reference	Map Tile Revision Number	Map Tile Reference	Map Tile Revision Number	Map Tile Reference	Map Tile Revision Number
BV28	0	EF27	0	EM31	0 1
BV29	0	EG27	0	EM35	0
CH25	0	EG28	0	EN20	0
CH26	0	EG29	0	EN34	0
CI25	0	EG32	0	EO22	0
CI26	0	EG33	0	EO34	0
CI27	0	EH29	0	EP15	0
CJ25	0	EH35	0	EP16	0
CJ26	0	EH36	0	EQ15	0
CL50	0	EH54	0	EQ35	0
CQ39	0	EI34	0	ER14	0
DF35	0	EI35	0	ER15	0
DG35	0	EI53	0	ER22	0
DJ58	0	EI54	0	ES20	0

DL20	0
DM20	0
DM42	0
DN52	0
DO52	0
DQ54	0
DR54	0
EA14	0
EC14	0
EE22	0

EJ35	0
EJ48	0
EJ50	0
EK35	0
EK38	1
EK39	1
EL25	0
EL35	0
EL49	0
EL50	0

ES37	0
ET20	0
ET24	0
EU24	0
EU25	0
EV25	0
EW25	0
FE27	0
FE28	0"

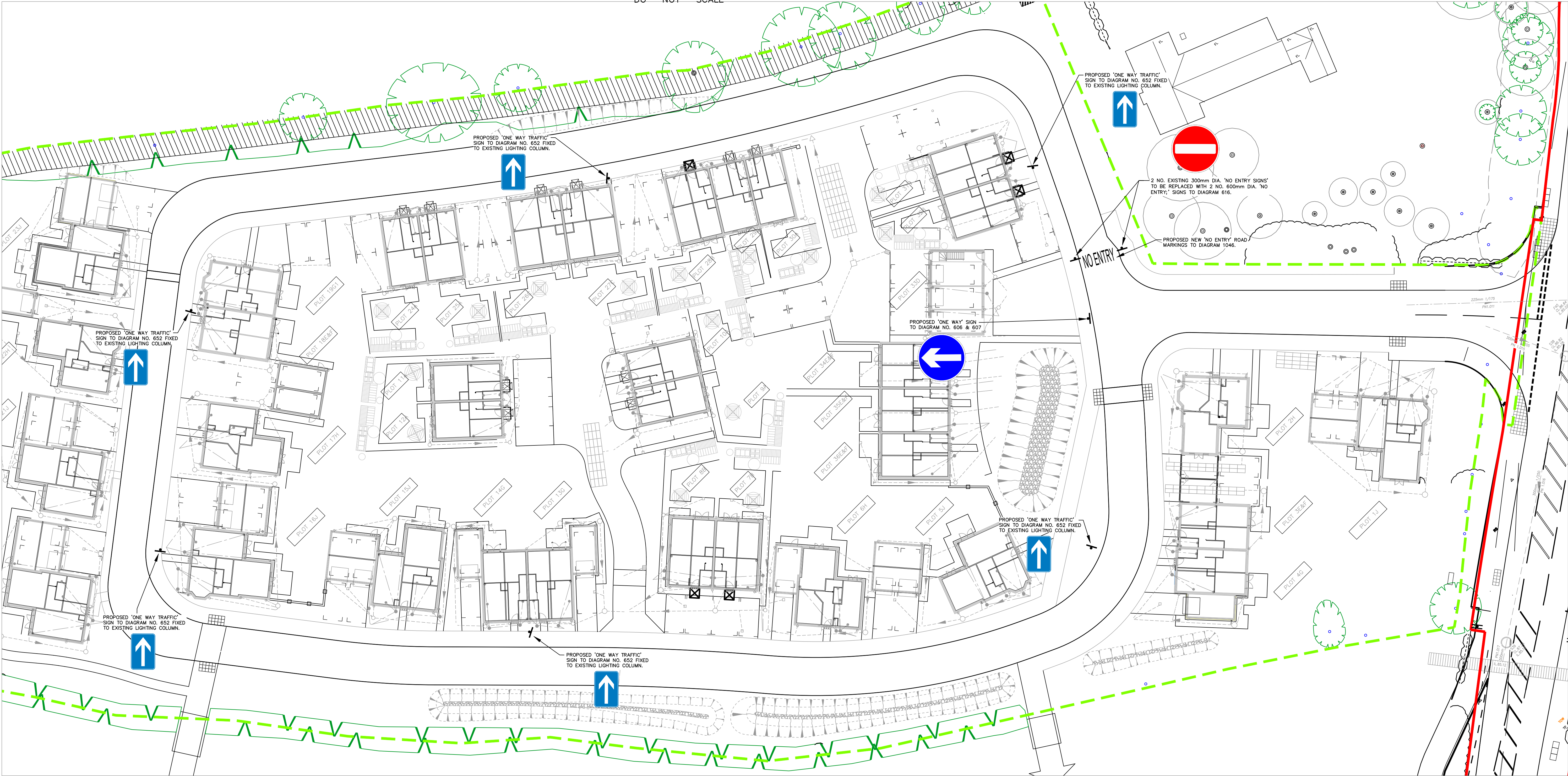
3.)

In Schedule 3 before 'Station Lane, Witney' new entries below are added as follows:

Road / Area Name	Traffic Movement Restriction	Location	Exceptions and additions to Article 4 exemptions
"Spring Meadow, Witney	One Way	Clockwise from its junction with the link road between Curbridge Road & Spring Meadow, for its entire length	The exemptions in Article 4 (a) (b) (d) (h) are also applicable at this location."
"Spring Meadow, Witney	No Entry	From the link road between Curbridge Road & Spring Meadow, northwards into Spring Meadow	The exemptions in Article 4 (a) (b) (d) (h) are also applicable at this location."

**THE COMMON SEAL of the
OXFORDSHIRE COUNTY COUNCIL**
was hereunto affixed in the presence of:

Solicitor / Designated Officer



TRO PLAN

TRO NOTES

1. This drawing to be read in conjunction with all relevant drawings, documents & specifications.
3. All signs and road markings shall be in accordance with 'The Traffic Signs Manual - Chapter 3 - Regulatory Signs'
4. All road markings shall be white refelceterised materials to BS 3262:CLASS A and to CL 1212.



C	ONE WAY REPEATER SIGNS ADDED TO EXISTING LIGHTING COLUMNS AS PER OCC COMMENTS.	03.12.25
B	UPDATED TO SUIT OCC COMMENTS.	09.04.25
A	FIRST ISSUE.	28.02.25
MK	REVISION	DATE

DRAWING TITLE
TRO PLAN

CONTRACT
CALA HOMES SPRINGFIELD NURSERIES CURBRIDGE ROAD WITNEY

SIMPSON ASSOCIATES CONSULTING ENGINEERS LLP
8 Friday Street Henley-on-Thames Oxfordshire RG9 1AH T. 01491-576221 F. 01491-410129 e-mail mail@simpsoneng.com



Drawn HL	Ch'kd. MC	SA Ref. 13311	Rev. C
Scale 1:250	Date Feb' 25	0009:127	

PLANNING & DEVELOPMENT COMMITTEE



Agenda Item: Infrastructure Funding Statement

Meeting Date: Tuesday, 6 October 2026

Contact Officer: Deputy Town Clerk

The purpose of this report is to present a draft developer contribution list to the Committee for adoption, subject to further information.

Background

At its meeting on 18 November 2025, this Committee resolved that the Council should develop and adopt a Developer Contribution List or *Infrastructure Funding Statement* (Minute No. P670 refers).

During the meeting, Members noted that none of the current strategic planning development areas were located within the Witney parish area. It was therefore considered that the Council may not receive financial contributions from these developments to address potential impacts on local services and infrastructure.

The proposed Developer Contribution List would provide a framework for identifying potential projects and priorities in relation to Section 106 and Section 278 contributions.

Current Situation

Project Priorities

Officers have prepared a draft list of potential infrastructure projects, organised by Council committee and service area. The list identifies potential investment priorities across Witney, including improvements to community facilities, public spaces, and local infrastructure, as well as projects relating to sport and recreation, biodiversity, climate resilience, cultural and heritage assets. The proposed projects have been developed regarding the needs of both current and future residents.

The list is intended to support delivery of the Council's Corporate Strategy 2025–2029.

Development of the Project List

Through this list, the Town Council seeks to reflect the views of residents and stakeholders when identifying infrastructure priorities. The initial project list has therefore been informed by:

- The Town Council's Strategic Plan.
- Findings from the Residents' Annual Survey (2023–2026).
- Engagement with community, voluntary and sporting organisations.
- Feedback from residents and other stakeholders.

The Council also works with partner organisations, including West Oxfordshire District Council, Oxfordshire County Council, community groups, and sporting organisations, to share expertise, coordinate activity and identify funding opportunities.

The project list is intended to provide a framework for identifying infrastructure needs and potential investment priorities. Inclusion on the list does not constitute project approval. All proposals remain subject to the Council's established governance and decision-making processes, ensuring appropriate democratic oversight and consideration of priorities, resources, and funding requirements.

Member Input

Members are invited to review the draft project list and suggest additional projects for consideration. Councillors are also encouraged to identify infrastructure priorities within their wards and discuss potential projects with colleagues and residents so the working document may be updated.

Corporate Strategy

The Council's Strategic Plan 2025–29 sets out the Council's long-term priorities and direction, supporting its mission to 'make Witney a great place to live, work and visit.' This report contributes to the delivery of the following strategic pillar of the plan:

1. A Forward Looking Town Council

Impact Assessments

The Town Council has a duty to consider the effects of its decisions, functions and activities on equality, biodiversity, and crime & disorder. Consideration should also be given to effects on the environment, given the Council's Climate Emergency declaration in 2019.

- a) Equality – The list will help the Council plan and prioritise infrastructure investment that benefits residents across the community, including improvements to accessibility, community facilities, public spaces, and local services.
- b) Biodiversity – The list will help the Council identify and prioritise projects that support biodiversity, green infrastructure, and environmental sustainability.
- c) Crime & Disorder – The list will help the Council identify and prioritise infrastructure projects that support safe, accessible, and well-maintained public spaces.
- d) Environment & Climate Emergency – The list will help the Council identify and prioritise projects that support sustainability, biodiversity, active travel, and climate resilience

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.

Adopting an Infrastructure Funding Statement can reduce risk by providing a clear framework for identifying and prioritising future infrastructure investment and potential funding opportunities.

Social Value

Social value is the positive change the Council creates in the local community within which it operates.

The projects will increase opportunities for sport, recreation, and physical activity; improve community and youth facilities; protect and enhance biodiversity; improve climate resilience and energy efficiency; strengthen transport and street infrastructure; and protect the town's arts, heritage, and cultural assets.

Financial implications

The financial implications are set out within the report, including indicative project costs and details of any funding already secured.

Recommendations

Members are invited to note the report and,

1. Consider the attached infrastructure funding list and recommend its approval as a basis for further refinement, prior to referral to Council for wider Member consideration and input.

Priority Area	Sub Heading	Project / Item	Estimated Cost (£)	Funding Secured (£)	Evidence
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Provision of a 3G pitch to increase opportunities for football and other sporting activities			OSS, WODC Playing Pitch Strategy, Annual Survey, Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	New sports pitches to meet growing demand			OSS, WODC Playing Pitch Strategy, Annual Survey, Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Development and improvement of sports pitches and associated changing facilities			OSS, Annual Survey, Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Improvements to playing pitch drainage			STRI, Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Outdoor adult fitness equipment in parks			Annual Survey
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Improved and expanded fitness trails, walks, and recreational routes			Annual Survey
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Creation of a Parkrun path at West Witney Sports Ground			Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Additional bowling greens for Witney			Club Feedback, Committee
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Additional funding towards cricket wicket upgrades			Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Development of a sporting hub at King George V Recreation Ground			WODC Playing Pitch Strategy, Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Changing room improvements at Burwell Hall			Club Feedback
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Provision of a full-size adult MUGA at King George V Recreation Ground			Club Feedback, Committee
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Refurbishment of MUGA for Basketball adjacent to Windrush Leisure Centre			Club Feedback, Committee
Parks & Recreation	Sports Pitches & Recreational Infrastructure	Improvements to cycle routes and active travel links			OCC LCWIP, Committee
Parks & Recreation	Recreational Infrastructure	Metal Bandstand for The Leys/Church Green			Aspiration
Parks & Recreation	Play Areas	Improvements to existing play areas for accessibility and inclusivity			OSS, Annual Survey
Parks & Recreation	Play Areas	Enhancement of play and recreational spaces within local parks			OSS, Annual Survey
Parks & Recreation	Play Areas	Inclusion of Interpretation Boards at all Play Areas			Committee
Halls, Cemeteries & Allotments	Public Halls	Allocation of land for new community halls and community hubs			OSS
Halls, Cemeteries & Allotments	Public Halls	Refurbishment of the backstage area at the Corn Exchange			Group Feedback, Aspiration
Halls, Cemeteries & Allotments	Public Halls	Upgrades and improvements to Langdale Hall			Group Feedback
Halls, Cemeteries & Allotments	Public Halls	Maintenance and upgrades to Burwell Hall			Group Feedback, Annual Survey
Halls, Cemeteries & Allotments	Public Halls	Improvements to existing community facilities			
Halls, Cemeteries & Allotments	Public Halls	Corn Exchange lift replacement			H&S
Halls, Cemeteries & Allotments	Public Halls	Corn Exchange Café Improvements - Kitchen facilities			Committee
Halls, Cemeteries & Allotments	Cemeteries & Closed Churchyards	Designation and allocation of suitable land for future burial space			Committee
Halls, Cemeteries & Allotments	Cemeteries & Closed Churchyards	Improvements to Windrush cemetery layouts roads and parking			Committee
Halls, Cemeteries & Allotments	Cemeteries & Closed Churchyards	New memorial wall at Tower Hill Cemetery			Group Feedback
Halls, Cemeteries & Allotments	Cemeteries & Closed Churchyards	Maintenance and improvement of trees walls and cemetery infrastructure			
Halls, Cemeteries & Allotments	Cemeteries & Closed Churchyards	Improvements to cemetery and closed churchyard facilities			
Halls, Cemeteries & Allotments	Cemeteries & Closed Churchyards	Repairs to St Marys Church Wall			H&S
Halls, Cemeteries & Allotments	Allotments	Additional allotment provision			OSS, Committee, Annual Survey, WAA
Climate & Biodiversity	Biodiversity & Nature Recovery	Biodiversity and nature recovery improvements			Committee
Climate & Biodiversity	Biodiversity & Nature Recovery	Four Ways Nature Hub (Downs Road)			Committee, Group Feedback
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Lake & Country Park Management Plan projects			Committee, L&CP Management Plan 2024-34
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Flood mitigation measures			Group Feedback
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Electric maintenance fleet progression			Committee, OSS EE8
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Energy efficiency and carbon reduction at Burwell Hall			Climate Action Plan
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Energy efficiency and carbon reduction at the Corn Exchange			Climate Action Plan
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Leys water refill station			Climate Action Plan
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Local flood resilience improvements			Climate Action Plan, Group Feedback
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Local green energy generation opportunities			Climate Action Plan
Climate & Biodiversity	Carbon Reduction, Environmental & Climate Initiatives	Climate resilience and sustainable infrastructure measures			Climate Action Plan
Stronger Communities	Street Scene & Infrastructure	Street furniture - public waste & recycling bins, cycle racks, grit bins			Committee
Stronger Communities	Street Scene & Infrastructure	Sedum roof Bus stops and associated infrastructure			Committee, Climate Action Plan
Stronger Communities	Street Scene & Infrastructure	Other street scene infrastructure			Committee
Stronger Communities	Street Scene & Infrastructure	Bleed kits			Committee
Stronger Communities	Street Scene & Infrastructure	VAS Signs for roads into Witney			Committee, Resident Feedback
Stronger Communities	Organisations & Businesses	Community transport provision			Committee, Group & Resident Feedback
Stronger Communities	Organisations & Businesses	Support for youth services and facilities			Committee, Annual Survey, Group Feedback
Stronger Communities	Organisations & Businesses	Infrastructure supporting community organisations and groups			Group Feedback
Stronger Communities	Arts & Heritage	Public realm improvements and public art			Committee
Stronger Communities	Arts & Heritage	Support for public houses as community assets			Committee
Stronger Communities	Arts & Heritage	Improvements and maintenance of Tower Hill Cemetery buildings			OSS, Committee
Stronger Communities	Arts & Heritage	Repairs and maintenance to the Buttercross			Tenant Obligation
Stronger Communities	Arts & Heritage	Repairs and improvements to Witney Town Hall			Tenant Obligation
Stronger Communities	Arts & Heritage	Church clock and carillon repairs and maintenance			Duty

Stronger Communities	Arts & Heritage	Improvements to the Corn Exchange as a Community Arts Facility	Committee, Annual Survey, PH Buiness Plan
Stronger Communities	Arts & Heritage	Other heritage and cultural infrastructure projects	Committee
Policy, Governance & Finance	Grounds Maintenance Upgrades	Grounds maintenance infrastructure and equipment upgrades	Committee
Policy, Governance & Finance	Grounds Maintenance Upgrades	De-silting	Committee, Group & Resident Feedback