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## PLANNING AND DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 18 February 2020

At 6.00 pm in the Lobby, The Corn Exchange, Witney

### Present:

Councillor R Smith (Chair)

Councillors:	L Ashbourne	M Jones
	T Ashby	A Prosser
	V Gwatkin	
Officers:	Adam Clapton	Office Manager
Others:	2 members of the public.	

P48 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs J Aitman and A McMahon.

P49 **DECLARATIONS OF INTEREST**

There were no declarations of interest in matters to be discussed at the meeting.

P50 **PUBLIC PARTICIPATION**

The committee adjourned in line with Standing Order 42 in order for John Garside to speak in support of the LibFest licensing application but against the use of the Leys as an events field.

P51 **LICENSING APPLICATION CONSULTATION W/20/00105/PRMA**

*With the express permission of the Chair this item was brought up the agenda so that the public in attendance could hear the discussion.*

Members received and considered licensing application W/20/00105/PRMA made by LibFest for its festival at The Leys in June 2020.

**RESOLVED:**

1. that Witney Town Council supports LibFest as a community event and has no objections to this application; and,
2. that these comments are forwarded to ERS at West Oxfordshire District Council.

P52 **PLANNING APPLICATIONS**

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

**RESOLVED:** that the comments, as per the attached schedule, be forwarded to West Oxfordshire District Council.

P53 **PARISH SURVEY FORM 2020**

Members received the West Oxfordshire District Council Planning Services Parish Survey 2020.

It was noted that this survey was more appropriate for parishes and not towns, but this was an opportunity to raise challenges which face the town in the next five years. Due to the increase of new and proposed houses it was felt that the current infrastructure was not sustainable in terms of roads, cycling path connectivity, sports and leisure provision, health facilities and school funding. There was also concern over the discharge of sewage into the River Windrush.

**RESOLVED:** that the comments be entered onto the Paris Survey response and forwarded to the District Council.

P54 **INFRASTRUCTURE WISH LIST**

The Committee heard from the Chair that a published list of infrastructure projects would assist the Council in formulating and targeting responses in any future developments in terms of Section 106 and Community Infrastructure Levy (CIL) contributions. It was agreed that an Infrastructure Delivery Plan (IDP) would consist of two parts; one which contained items that were deliverable by the Town Council under its legal and statutory obligations under headings and assets. The second would be items required by the town under the remit of other authorities given the Council's knowledge of the areas in question.

It was agreed that members would work on their lists and send them back to the Chair to collate before the next meeting to be signed off. This list could then be forwarded to the Council and form an addendum of the Strategic Plan.

**RESOLVED:**

1. that members consider items to be included within the Witney Infrastructure Delivery Plan and provide them to the Chair prior to the next meeting of the committee; and,
2. That this item be included as an agenda item at the next meeting where a draft plan can be completed and submitted for adoption by the Council.

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The meeting closed at: 7.25 pm

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Chair

## Witney Town Council

### Planning Minutes - 18 February 2020

#### Committee Members Present :-

P75 19.25

P75- 1 WTC/033/20 Plot Ref :-19/03538/HHD Type :- HOUSEHOLDE  
Applicant Name :- CARTER, MR GAVIN Date Received :- 30/01/2020  
Location :- 85 BARRINGTON CLOSE Date Returned :- 18/02/2020  
BARRINGTON CLOSE  
WITNEY  
Proposal : Conversion of attic space and garage with two storey extension to front and first floor extension to side.  
Observations : Witney Town Council has no objections regarding this application.

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P75- 2 WTC/034/20 Plot Ref :-20/00190/HHD Type :- HOUSEHOLDE  
Applicant Name :- LITT, MR N Date Received :- 30/01/2020  
Location :- 145 CORN STREET Date Returned :- 19/02/2020  
CORN STREET  
WITNEY  
Proposal : Alterations and erection of single storey extension, dormer window to rear elevation.  
Observations : Witney Town Council has no objections regarding this application.

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P75- 3 WTC/035/20 Plot Ref :-20/00279/S73 Type :- NON COMPLY  
Applicant Name :- GOULDIN, MR DAVID Date Received :- 30/01/2020  
Location :- 9A WEST END Date Returned :- 19/02/2020  
WEST END  
WITNEY  
Proposal : Non-compliance of conditions 2 and 3 of planning permissions 18/01716/HHD and 18/01720/HHD to allow one bay of the approved garaging to be enclosed to create a dining room and utilise roofspace above to form a bedroom and en-suite with opening through to main dwelling. (Retrospective).  
Observations : Witney Town Council objects to the retrospective application in this form.

It notes the intention in the Design & Access statement to regularise the dormer windows in dwelling 9A, as requested by the District Council for heritage reasons which there are no objections to.

However, there does not appear to be an undertaking to remove the timber door and panelling to the car port, as requested in the Enforcement letter of 5 December. This was also for heritage reasons and the Town Council thinks the enforcement requests should be followed, to preserve the important historic nature of that part of West End.

Whilst the Town Council is sympathetic to the ancillary accommodation afforded by the addition of a dining area within the approved footprint, the fact

that materials and design were not subjected to the planning process prior to development means that it expects all alterations in line with the enforcement requests to be made.

This includes reducing the span of the carports by moving the posts back or having an open parking space. Reducing the approved gap of 500 mm to the next property to 65 mm, via 150 mm, greatly limits the scope of maintaining that property's ground floor masonry. Consideration to that neighbouring property should take precedence over concern for manoeuvrability when parking a 2nd car in a carport. An uncovered parking space would allow for greater manoeuvrability and access for the neighbours to maintain their wall.

The Town Council note that this retrospective planning application does not appear to cover the flush fitting lights to the garden store, the removal of the bifold doors to the garden store or the drystone wall.

Tucked away in a courtyard, there may not be other objections forthcoming. But the Town Council believe it is important to preserve the character of this historic part of West End and for residents to engage cooperatively with the Local Planning Authority in order to achieve this.

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P75- 4	WTC/036/20	Plot Ref :-20/003555/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	BURQUEST, MR AND MRS P	Date Received :-	10/02/2020
	Location :-	115 ETON CLOSE ETON CLOSE WITNEY	Date Returned :-	19/02/2020

Proposal : Single storey rear extension.

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

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Proposal : Single storey rear extension.

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

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The Meeting closed at : 19.25

Signed : \_\_\_\_\_ Chairman Date: \_\_\_\_\_

On behalf of :- Witney Town Council