

Climate, Biodiversity & Planning Advisory Committee Meeting of Witney Town Council



Tuesday, 18th May, 2021 at 6.00 pm

To members of the Climate, Biodiversity & Planning Committee - R Smith, A Prosser, J Aitman, O Collins, L Duncan, V Gwatkin, M Jones and A McMahon (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting Room via Zoom** for the transaction of the business stated in the agenda below.

Admission to Meetings

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

As an Advisory Committee of the Council this meeting will take place virtually via Zoom. All decisions of this meeting will be recommendations to Full Council.

Zoom login details of this meeting will be published on the Council's website prior to the meeting.

Recording of Meetings

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

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

Agenda

1. Apologies for Absence

To consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Democratic & Legal Services Officer, Simon Wright (democracy@witney-tc.gov.uk) **prior to the meeting**, stating the reason for absence.

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

2. Declarations of Interest

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

3. Election of Vice-Chair

To elect a Vice-Chair of the Committee for the 2021/2022 municipal year.

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 42. Matters raised shall relate to the following items on the agenda.

5. **Witney Traffic Advisory Committee Minutes**

To receive the minutes of the Witney Traffic Advisory Committee meeting held on 23rd March 2021 (to follow).

6. **Planning Applications** (Pages 3 - 8)

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

7. **Licensing Application W/21/00258/PRMA - Bar in the Box, 12 Stanley Court, Richard Jones Road, Witney**(Pages 9 - 34)

To receive and consider premises licence application W/21/00258/PRMA for Bar in the Box, 12 Stanley Court, Richard Jones Road, Witney.

8. **Planning Appeal - APP/D3125/D/21/3269962 - 85 Barrington Close, Witney** (Pages 35 - 36)

To receive notification of Planning Appeal APP/D3125/D/21/3269962, 85 Barrington Close, Witney.

9. **Salt Cross Garden Village Area Action Plan Examination** (Pages 37 - 60)

To receive notification from West Oxfordshire District Council on the Salt Cross Garden Village Area Action Plan (AAP) Examination.

10. **Oxfordshire Plan 2050** (Pages 61 - 62)

To receive notification from the Campaign to Protect Rural England (CPRE) on The Oxfordshire Plan 2050.



Town Clerk

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4 . 1 **WTC/051/21** Plot Ref :- 21/00765/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 15/04/2021
 Parish :- NORTH Date Returned :-
 Location :- 125 SCHOFIELD Agent
 AVENUE
 SCHOFIELD AVENUE
 WITNEY
 Proposals :- Alterations to include raising roof height of existing first floor front extension and erection of single storey rear extension.

Observations :-

4 . 2 **WTC/052/21** Plot Ref :- 21/00825/FUL Type :- FULL
 Applicant Name :- . Date Received :- 19/04/2021
 Parish :- SOUTH Date Returned :-
 Location :- 2 - 4 MARKET SQUARE Agent
 MARKET SQUARE
 WITNEY
 Proposals :- Alterations to include change of use of ground floor and part first floor from restaurant to public house with remainder of first floor and second floor to be used as separate shared office space. Installation of fan unit to existing roof to serve proposed pizza oven

Observations :-

4 . 3 **WTC/053/21** Plot Ref :- 21/00826/LBC Type :- LISTED BUI
 Applicant Name :- . Date Received :- 19/04/2021
 Parish :- SOUTH Date Returned :-
 Location :- 2 - 4 MARKET SQUARE Agent
 MARKET SQUARE
 WITNEY
 Proposals :- Internal and external alterations to convert the ground floor and part first floor from restaurant to public house with remainder of first floor and second floor to be used as separate shared office space with changes to internal layout and installation of fan unit to existing roof to serve proposed pizza oven.

Observations :-

4 . 4	WTC/054/21	Plot Ref :- 21/00811/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 19/04/2021	
	Parish :- CENTRAL	Date Returned :-	
	Location :- 25 ASHCOMBE	Agent	
	CRESCENT		
	ASHCOMBE CRESCENT		
	WITNEY		
	Proposals :- Erection of single storey extension.		
	Observations :-		
4 . 5	WTC/055/21	Plot Ref :- 21/00890/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 26/04/2021	
	Parish :- SOUTH	Date Returned :-	
	Location :- 85 COLWELL DRIVE	Agent	
	COLWELL DRIVE		
	WITNEY		
	Proposals :- Conversion of an existing storm porch to make an enclosed porch and to convert the garage behind into a small shed/bike store, a utility room, downstairs toilet and extra room/office.		
	Observations :-		
4 . 6	WTC/056/21	Plot Ref :- 21/01036/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 28/04/2021	
	Parish :- EAST	Date Returned :-	
	Location :- 111 MANOR ROAD	Agent	
	MANOR ROAD		
	WITNEY		
	Proposals :- Proposed front entrance porch.		
	Observations :-		
4 . 7	WTC/057/21	Plot Ref :- 21/00859/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 28/04/2021	
	Parish :- WEST	Date Returned :-	
	Location :- 49 VALENCE	Agent	
	CRESCENT		
	VALENCE CRESCENT		
	WITNEY		
	Proposals :- Single storey extension at the rear.		
	Observations :-		
4 . 8	WTC/058/21	Plot Ref :-	Type :- DISCHARGE
	Applicant Name :- .	Date Received :- 28/04/2021	
	Parish :- WEST	Date Returned :-	
	Location :- LAND AT WEST WITNEY	Agent	
	WEST WITNEY		
	WITNEY		

Proposals :- Removal of condition 5 of planning permission 17/01238/RES so that no additional tree planting is required in gardens to plots 62-72 of phase D.

Observations :-

4 . 9	WTC/059/21	Plot Ref :- 21/01068/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 05/05/2021
	Parish :- CENTRAL		Date Returned :-
	Location :- 8 SKYLARK WAY	Agent	
	SKYLARK WAY		
	WITNEY		

Proposals :- Detached garden room & garden shed (Retrospective).

Observations :-

4 . 10	WTC/060/21	Plot Ref :- 21/00974/FUL	Type :- FULL
	Applicant Name :- .		Date Received :- 10/05/2021
	Parish :- WITNEY SOUTH		Date Returned :-
	Location :- ABINGDON & WITNEY	Agent	
	COLLEGE		
	HOLLOWAY ROAD		
	WITNEY		

Proposals :- Refurbishment of the Buttercross Building including works to walls, roof and windows. Addition of new external fire escape stairways.

Observations :-

4 . 11	WTC/061/21	Plot Ref :- 21/01315/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 10/05/2021
	Parish :- WITNEY SOUTH		Date Returned :-
	Location :- 9 APPLGARTH COURT	Agent	
	APPLGARTH COURT		
	WITNEY		

Proposals :- Single storey rear extension.

Observations :-

4 . 12	WTC/062/21	Plot Ref :- 21/01143/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 07/05/2021
	Parish :- WITNEY WEST		Date Returned :-
	Location :- 22 COTSWOLD	Agent	
	MEADOW		
	COTSWOLD MEADOW		
	WITNEY		

Proposals :- Part single-storey / part two-storey rear extension.

Observations :-

4 . 13 **WTC/063/21** Plot Ref :- 21/01261/FUL Type :- FULL
Applicant Name :- . Date Received :- 11/05/2021
Parish :- EAST Date Returned :-
Location :- UNIT 32 BRIDGE Agent
STREET MILLS IN
BRIDGE STREET MILLS
IND EST
WITNEY
Proposals :- Erection of five apartments at second floor level with associated
stair and lift access,
demolition of existing metal roof structure.

Observations :-

4 . 14 **WTC/064/21** Plot Ref :- 21/01277/HHD Type :- HOUSEHOL
Applicant Name :- . Date Received :- 11/05/2021
Parish :- EAST Date Returned :-
Location :- 229 MANOR ROAD Agent
MANOR ROAD
Proposals :- Single storey rear extension.

Observations :-

4 . 15 **WTC/065/21** Plot Ref :- 21/01216/HHD Type :- HOUSEHOL
Applicant Name :- . Date Received :- 11/05/2021
Parish :- EAST Date Returned :-
Location :- 7 ASHDALE AVENUE Agent
ASHDALE AVENUE
Proposals :- Loft Conversion.

Observations :-

4 . 16 **WTC/066/21** Plot Ref :- 21/01257/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 11/05/2021
Parish :- NORTH Date Returned :-
Location :- WITNEY HOUSE, 17 Agent
WEST END
WEST END
WITNEY
Proposals :- Internal minor works to refurbish sitting room. Including: refurbishing
metal casement windows, and replacing the glass. New fireplace
surround replacing wooden surround with a limestone surround and
fitting a free-standing wood burning stove in the hearth of black
slate. Replacement French Windows with new wooden double
glazed French windows. Other works involve minor electrical
works, decoration and sanding and re-finishing the existing
wooden floor.

Observations :-

4 . 17 **WTC/067/21** Plot Ref :- 21/01193/FUL Type :- FULL
Applicant Name :- . Date Received :- 11/05/2021
Parish :- SOUTH Date Returned :-
Location :- 59 COLWELL DRIVE Agent
COLWELL DRIVE
Proposals :- Erection of a semi-detached dwelling with associated parking and access.
Observations :-

4 . 18 **WTC/068/21** Plot Ref :- 21/01169/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 11/05/2021
Parish :- SOUTH Date Returned :-
Location :- 5 HIGH STREET Agent
HIGH STREET
Proposals :- Erection of a non illuminated folded aluminium fascia sign and a non illuminated double sided folded aluminium projection sign.
Observations :-

4 . 19 **WTC/069/21** Plot Ref :- 21/01170/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 11/05/2021
Parish :- SOUTH Date Returned :-
Location :- 5 HIGH STREET Agent
HIGH STREET
Proposals :- Exterior alterations to erect a non illuminated folded aluminium fascia sign and a non illuminated folded aluminium projection box.
Observations :-

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Reply to : Debra Courtenay-Crane
Tel : 01993 861000
Email: ers@westoxon.gov.uk

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



The Parish Council

Your Ref: W/21/00258/PRMA

Date: 30th April 2021

Dear Parish Clerk,

LICENSING ACT 2003

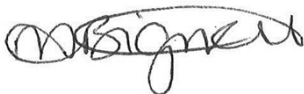
Application for New Premises Licence

We have received an application for **Scott Cameron Bar in the Box 12 Stanley Court Richard Jones Road Witney Oxfordshire OX29 0TB** under the Licensing Act 2003.

The application can be viewed through the online [Public Access Portal](#). If you would like to make formal representation, the closing date is **28th May 2021**

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

Yours faithfully



Michelle Bignell (Mrs)
Service Leader
Licensing and Business Support
Environmental and Regulatory Services

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

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* required information

Section 1 of 21

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

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Scott

* Family name

Cameron

* E-mail

Main telephone number

Include country code.

Other telephone number

☒ Indicate here if you would prefer not to be contacted by telephone

Are you:

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

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

Applicant Business

Is your business registered in the UK with Companies House?

☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

12993788

Business name

Bar In The Box Limited

If your business is registered, use its registered name.

VAT number

-

pending

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business	<input type="text" value="Managing Director"/>	
Home country	<input type="text" value="United Kingdom"/>	The country where the headquarters of your business is located.
Registered Address		Address registered with Companies House.
Building number or name	<input type="text" value="Wittas House"/>	
Street	<input type="text" value="Two Rivers, Station Lane"/>	
District	<input type="text" value="Witney"/>	
City or town	<input type="text" value="Oxon"/>	
County or administrative area	<input type="text" value="West Oxfordshire"/>	
Postcode	<input type="text" value="OX28 4BH"/>	
Country	<input type="text" value="United Kingdom"/>	

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PREMISES DETAILS

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

Premises Address

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

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name	<input type="text" value="Unit 12, Stanley Court"/>
Street	<input type="text" value="Richard Jones Road"/>
District	<input type="text" value="Witney"/>
City or town	<input type="text" value="Oxon"/>
County or administrative area	<input type="text" value="West Oxfordshire"/>
Postcode	<input type="text" value="OX29 0RF"/>
Country	<input type="text" value="United Kingdom"/>

Further Details

Telephone number	<input type="text" value=""/>
Non-domestic rateable value of premises (£)	<input type="text" value="7,600"/>

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

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

Confirm The Following

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

Section 4 of 21**NON INDIVIDUAL APPLICANTS**

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

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

Continued from previous page...

Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth

* Nationality

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

Add another applicant

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

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

Provide a general description of the premises

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

Warehouse - Online / mail order new start-up established in 2020.
Customers place their orders online via our platform and we deliver to them via courier. Customers are not allowed to enter our warehouse for any reason whatsoever.

Continued from previous page...

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

0

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes

☒ No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes

☒ No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes

☒ No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes

☒ No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☐ Yes

☒ No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☐ Yes

☒ No

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

<i>Continued from previous page...</i>	
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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE	
See guidance on regulated entertainment Will you be providing anything similar to live music, recorded music or performances of dance? <input type="radio"/> Yes <input checked="" type="radio"/> No	
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LATE NIGHT REFRESHMENT	
Will you be providing late night refreshment? <input type="radio"/> Yes <input checked="" type="radio"/> No	
Section 15 of 21	
SUPPLY OF ALCOHOL	
Will you be selling or supplying alcohol? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Standard Days And Timings	
MONDAY	<div style="display: flex; justify-content: space-between;"> <div>Start <input type="text" value="00:00"/></div> <div>End <input type="text" value="00:00"/></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Start <input type="text"/></div> <div>End <input type="text"/></div> </div>
TUESDAY	<div style="display: flex; justify-content: space-between;"> <div>Start <input type="text" value="00:00"/></div> <div>End <input type="text" value="00:00"/></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Start <input type="text"/></div> <div>End <input type="text"/></div> </div>
WEDNESDAY	<div style="display: flex; justify-content: space-between;"> <div>Start <input type="text" value="00:00"/></div> <div>End <input type="text" value="00:00"/></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Start <input type="text"/></div> <div>End <input type="text"/></div> </div>
THURSDAY	<div style="display: flex; justify-content: space-between;"> <div>Start <input type="text" value="00:00"/></div> <div>End <input type="text" value="00:00"/></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Start <input type="text"/></div> <div>End <input type="text"/></div> </div>
FRIDAY	<div style="display: flex; justify-content: space-between;"> <div>Start <input type="text" value="00:00"/></div> <div>End <input type="text" value="00:00"/></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Start <input type="text"/></div> <div>End <input type="text"/></div> </div>
SATURDAY	<div style="display: flex; justify-content: space-between;"> <div>Start <input type="text" value="00:00"/></div> <div>End <input type="text" value="00:00"/></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Start <input type="text"/></div> <div>End <input type="text"/></div> </div>

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

Continued from previous page...

SUNDAY

Start 00:00

End 00:00

Start

End

Will the sale of alcohol be for consumption:

☐ On the premises ☒ Off the premises ☐ Both

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

State any seasonal variations

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

N/A

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

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

N/A

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

Name

First name

Megan

Family name

Nash

Date of birth

Continued from previous page...

Enter the contact's address

Building number or name	
Street	
District	
City or town	
County or administrative	
Postcode	
Country	
Personal Licence number (if known)	20/2084/LIPER
Issuing licensing authority (if known)	Swindon Borough Council

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

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

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

Reference number for consent form (if known)

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

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ADULT ENTERTAINMENT

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

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

N/A

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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

Continued from previous page...

TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

State any seasonal variations

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

N/A the premises will not be open to the public at any time.

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

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

N/A the premises will not be open to the public at any time.

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LICENSING OBJECTIVES

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

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

Continued from previous page...

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

- We will use external courier services for which: all delivery drivers shall be a minimum age of 18 and under the Challenge 25 policy, if the driver considers the recipient of alcohol appears under 25, recognized photographic identification will be requested before any alcohol is given to the recipient. Acceptable proof of age shall include identification bearing the customer's photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport. No ID no delivery.
- Every supply of alcohol under the Premises Licence will be made, or authorized by the DPS.
- Staff training will be provided on licensing issues as a reminder of how we are promoting the four licensing objectives.
- The warehouse will have signage where the alcohol is stored and 'picked' regarding Age verification as a reminder to the staff.
- The alcohol will be stored in locked and secured premises.

b) The prevention of crime and disorder

As an online retailer, we are supplying alcohol for the consumption within people's homes. The premises from where the alcohol is supplied is not accessible to the public therefore we do not foresee any issues.

c) Public safety

The warehouse will not be open to the public and therefore we do not believe there is a safety issue. We will ensure the public safety of those around the warehouse by complying with all fire safety regulations.

d) The prevention of public nuisance

As alcohol will be delivered to customer's homes, and the warehouse is not open to the public we do not believe public nuisance is an issue. Moreover, the unit is situated on an industrial park, away from everyday public access therefore we do not deem noise pollution or the longer hours of operation an issue.

e) The protection of children from harm

- Children under the age of 16 will not have access to the premises without adult supervision.
- We will only use courier services which have an established age verification process.
- To register and shop with Bar in the Box customers must confirm that they are eighteen years of age or over and the courier will ordinarily only make deliveries when an appropriate person is able to receive the delivery.

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

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

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

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

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

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

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

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

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

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

Continued from previous page...

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

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

Home Office online right to work checking service

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

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

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

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

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

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

- Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

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

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

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

Band A - No RV to £4300 £100.00
 Band B - £4301 to £33000 £190.00
 Band C - £33001 to £87000 £315.00
 Band D - £87001 to £125000 £450.00*
 Band E - £125001 and over £635.00*

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

Band D - £87001 to £125000 £900.00
 Band E - £125001 and over £1,905.00

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

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

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

Capacity 5000-9999 £1,000.00
 Capacity 10000 -14999 £2,000.00
 Capacity 15000-19999 £4,000.00
 Capacity 20000-29999 £8,000.00
 Capacity 30000-39999 £16,000.00
 Capacity 40000-49999 £24,000.00
 Capacity 50000-59999 £32,000.00
 Capacity 60000-69999 £40,000.00
 Capacity 70000-79999 £48,000.00
 Capacity 80000-89999 £56,000.00
 Capacity 90000 and over £64,000.00

* Fee amount (£)

DECLARATION

Continued from previous page...

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my
* licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

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

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

* Full name
* Capacity
* Date / /
dd mm yyyy

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

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

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

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

OFFICE USE ONLY	
Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 Next >	

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ROOF PLAN

Lockable door (the entrance/exit)

Roller shutter door (for bringing in stock OR entering/exiting)

Fire extinguisher

There is a sink/kitchenette underneath this staircase

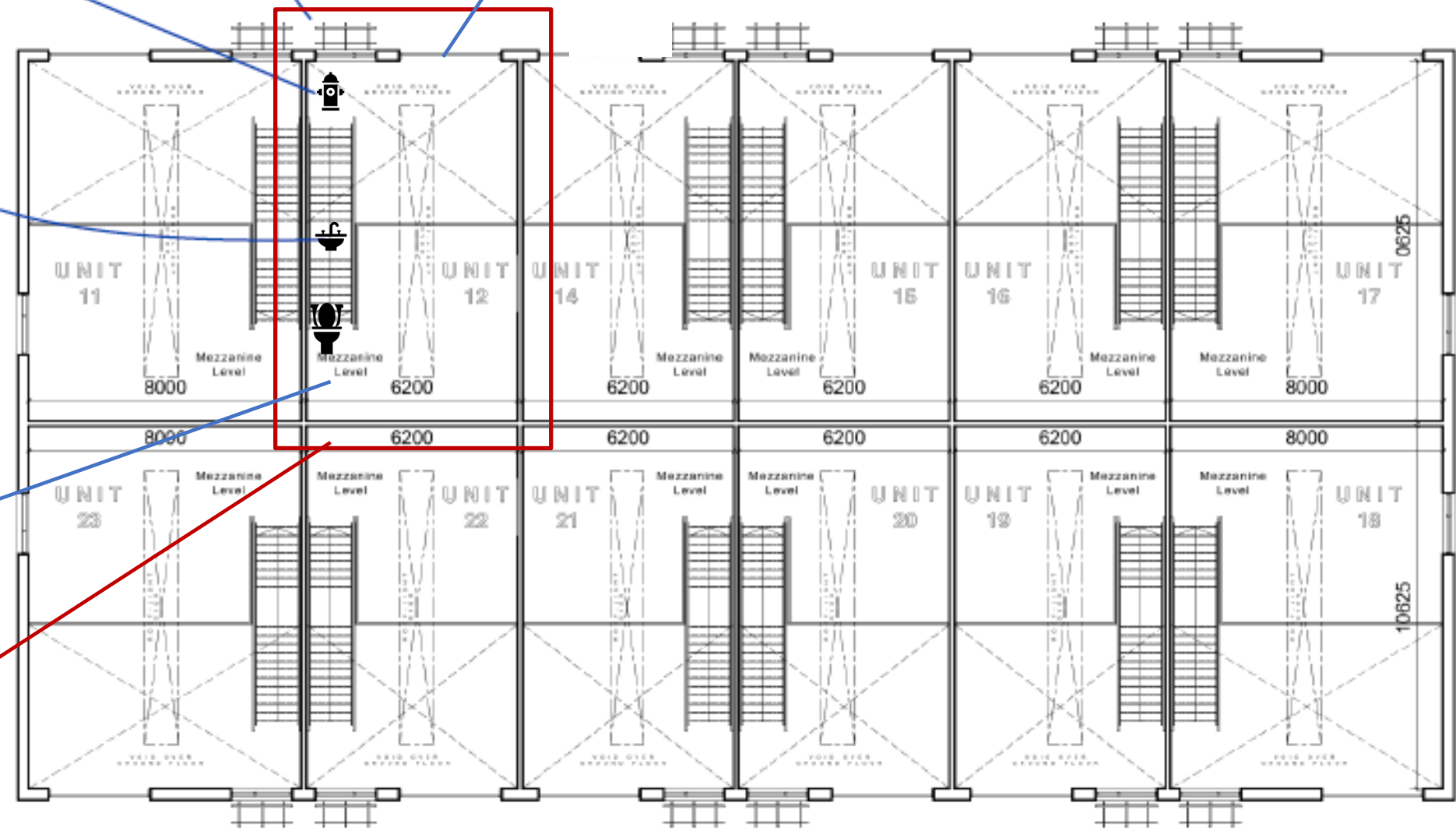
There will be NO fixed or temporary structures that could impact the ability of individuals to enter/exit the premises

Page 29

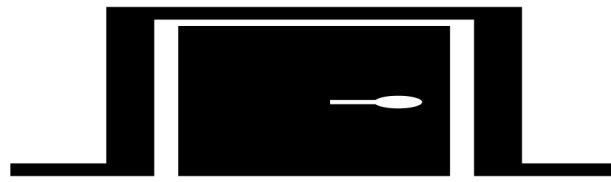
There is a mezzanine level as pointed out on the plan (accessed via the stairway – it spans approximately 1/3 of the total unit space)

A premises license is ONLY being requested for UNIT 12

FIRST FLOOR PLAN



Lockable
normal door
(entrance/exit)

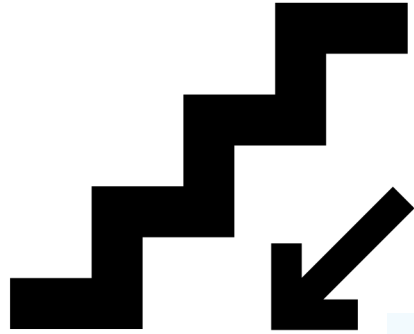


Roller shutter door – for receiving
inventory (can also be used as an
entrance/exit)

Fire
extinguisher



Staircase to
Mezzanine
Deck



Sink which
is
underneath
the
staircase



Toilet with
closed door



MEZZANINE DECK

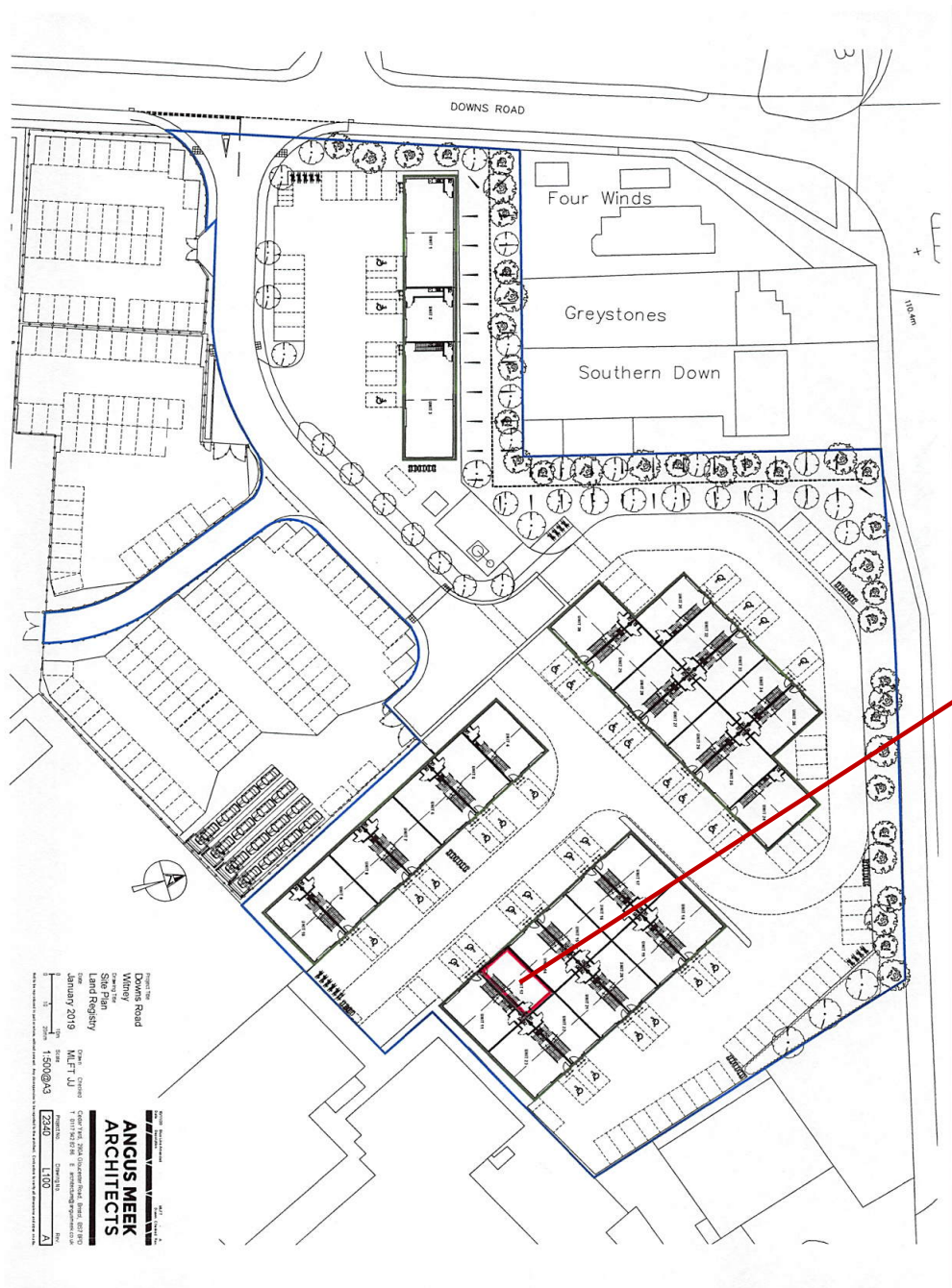
This is a basic plan of Unit 12 – the
only unit which this premises
license concerns

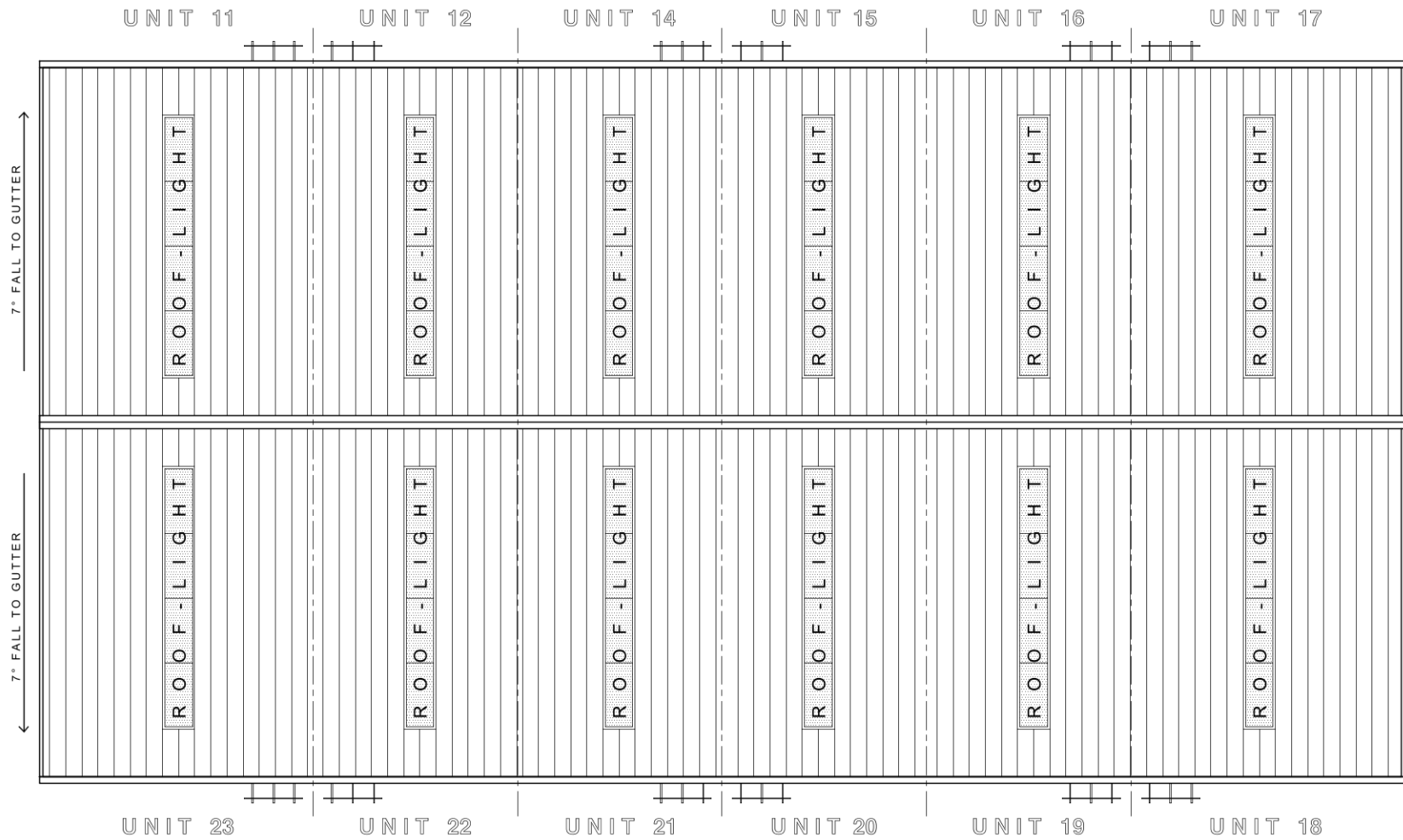
- There will be NO
furniture/structures (temporary
nor fixed) that will impede the
entrance/exit of the lockable door
- The door will be locked to store
the alcohol securely inside

The layout is the reverse of this (i.e. the stairs, toilet (door) and sink are on the right-hand side instead)

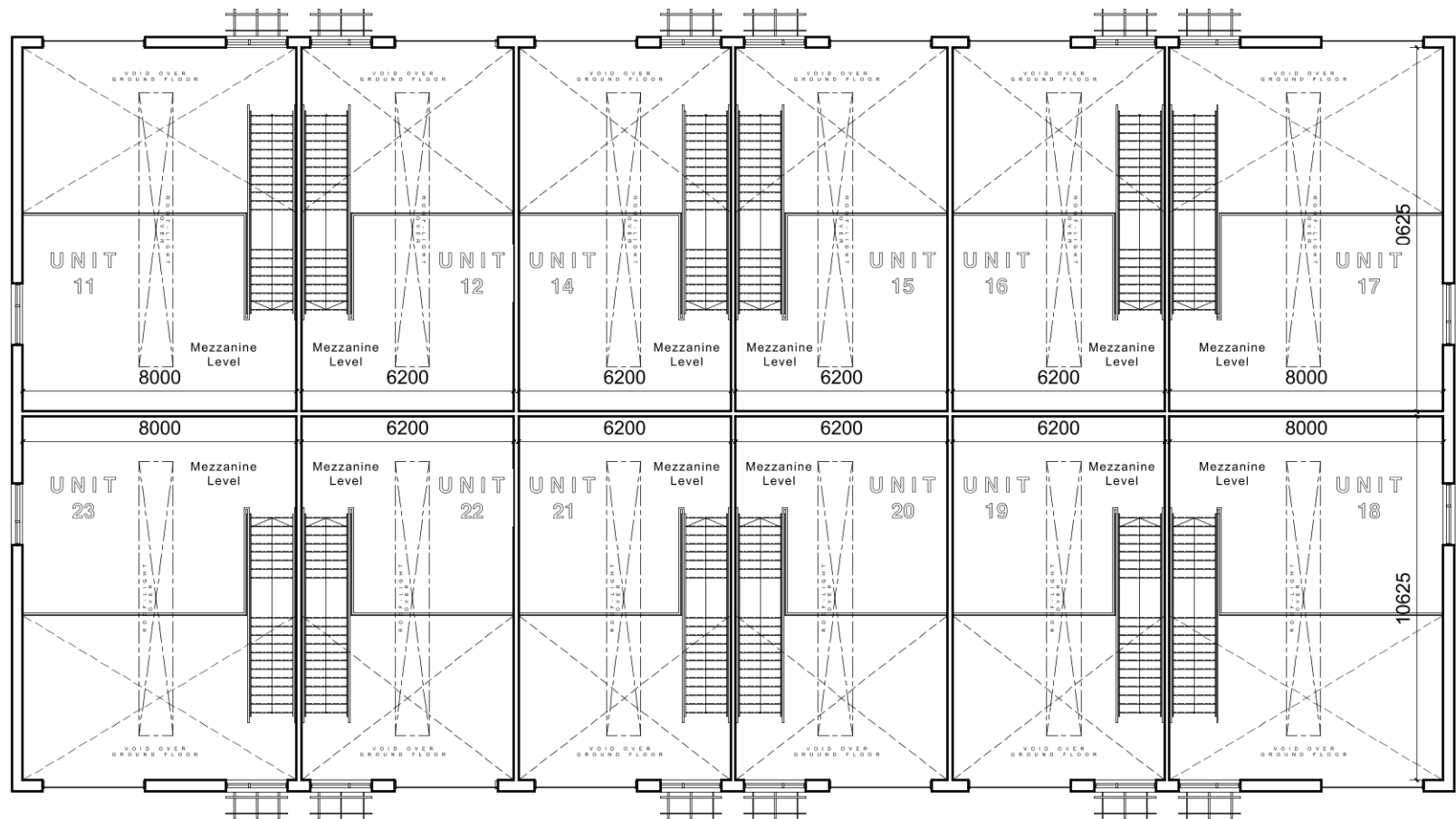


The location of the
Unit on the site





ROOF PLAN



FIRST FLOOR PLAN

ACCOMMODATION SCHEDULE						
	ground floor		first floor		total	
	<u>sqm</u>	<u>sqft</u>	<u>sqm</u>	<u>sqft</u>	<u>sqm</u>	<u>sqft</u>
Unit 11	85.0sqm	/915sqft	42.5sqm	/ 456sqft	127.5sqm	/ 1371sqft
Unit 12	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 14	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 15	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 16	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 17	85.0sqm	/915sqft	42.5sqm	/ 456sqft	127.5sqm	/ 1371sqft
Unit 18	85.0sqm	/915sqft	42.5sqm	/ 456sqft	127.5sqm	/ 1371sqft
Unit 19	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 20	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 21	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 22	66.0sqm	/709sqft	32.0sqm	/ 344sqft	98.0sqm	/ 1053sqft
Unit 23	85sqm	/915sqft	42.5sqm	/ 456sqft	127.5sqm	/ 1371sqft
Total					1294sqm / 13,905sqft	

Project Title
Downs Road
Witney
Drawing Title
Proposed Floor Plans
Unit 11-23

Date
November 2017

Drawn
DM

Checked
JJ

Date Description Drawn Checked Rev.

ANGUS MEEK
ARCHITECTS

Cedar Yard, 290A Gloucester Road, Bristol, BS7 8PD
T 0117 942 82 86 E architecture@angusmeek.co.uk

0 10 20mm

Scale
1:200@A3

Project No. Drawing No. Rev.
2340 P06 /

Not to be reproduced in part or whole, without consent. Any discrepancies to be reported to the architect. Contractors to verify all dimensions and sizes on site.

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Mrs S Groth
Town Hall
Market Square
Witney
OX28 6AG

Date: 29th April 2021
Our ref: 21/00005/APPEAL
Please ask for: Chris Wood
Telephone: 01993 861677
Email: chris.wood@publicagroup.uk

Dear Mrs S Groth

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

Site Address:	85 Barrington Close Witney Oxfordshire
Description of Development:	Erection of a detached shed.
Original Application Number:	20/02682/HHD
Appellant's name:	Mr Gavin Carter
Appeal Reference:	APP/D3125/D/21/3269962
Appeal Start Date:	23.04.2021

Mr Gavin Carter has appealed to the Secretary of State against the Council's refusal of planning permission for the development described above.

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

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

If you wish to withdraw any representations you made on the original application, you must make this request to the Planning Inspectorate by 21st May 2021 quoting reference number APP/D3125/D/21/3269962.

Via email : west2@planninginspectorate.gov.uk

In writing (please send 3 copies): The Planning Inspectorate
Room 3C
Temple Quay House
2 The Square
Bristol
BS1 6PN

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

If you wish to follow the appeal you can do so via the Planning Portal (www.planningportal.gov.uk/pes) by searching under the appeal reference APP/D3125/D/21/3269962. You can also view the appeal documents on the Council's website at www.westoxon.gov.uk/planning.

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

Yours sincerely,

Chris Wood

Senior Planning Officer (Appeals)
Planning and Strategic Housing

WEST OXFORDSHIRE DISTRICT COUNCIL

Examination of Salt Cross Garden Village Area Action Plan (AAP)

Inspector: D.R McCreery MA BA (Hons) MRTPI

Programme Officer: Rosemary Morton

Programme Officer Address: c/o Planning and Strategic Housing, Elmfield,
New Yatt Road, Witney, OX28 1PB

Tel: 01628 672181

Email: rosemary.morton@publicagroup.uk

INSPECTOR'S GUIDANCE NOTE

Purpose

1. This Note is intended to assist those with an interest in the examination of the Salt Cross Garden Village Area Action Plan (AAP). It concerns procedural and other aspects of the examination process.

Introductions

2. I am Darren McCreery, the Inspector appointed by the Secretary of State under Section 20 of the Planning and Compulsory Purchase Act 2004 to carry out the independent examination of the AAP (the Examination).
3. Rosemary Morton is the Programme Officer. Her role is to act as an impartial officer of the Examination under my direction, liaising with all parties to ensure its smooth running and acting as the channel of communication between myself and the Council. Rosemary should be used as the first point of contact for those with queries about the Examination. Her contact details are set out at the top of this Guidance Note.
4. An Examination Library containing documents associated with the Examination is being maintained by the Programme Officer. The Examination Library is available via the Council's website¹.

Purpose, basis and scope of the Examination

Purpose

5. The purpose of the Examination is to determine whether the AAP meets the legal requirements under the Planning and Compulsory Purchase Act 2004 and associated regulations, whether the Duty to Co-operate has been complied with, and whether it is sound.
6. As set out in Paragraph 35 of the National Planning Policy Framework (The Framework), the AAP is sound if it is **positively prepared, justified, effective** and **consistent with national policy**. These 'tests of soundness' will be applied to non-strategic policies in the AAP in a proportionate way, taking into account the extent to which they are consistent with relevant strategic policies for the area.

¹ <https://www.westoxon.gov.uk/planning-and-building/planning-policy/salt-cross-garden-village/salt-cross-area-action-plan-examination/>

7. The Council should rely on evidence collected while preparing the AAP to demonstrate that it meets the requirements. Main Modifications (changes) can be made to the AAP if necessary for soundness or legal compliance.
8. The starting point for the Examination is that the Council has submitted what it considers to be a sound plan. Those seeking changes must therefore demonstrate why it is non-compliant or unsound by reference to one or more of the tests of soundness and show how suggested changes would address any failure.
9. Additional (Minor) Modifications can be made by the Council if the changes do not materially affect the policies in the AAP.

Basis and scope

10. The basis that will form the starting point for the Examination is the 'AAP – Pre-submission Draft' (August 2020) and the Additional Modifications contained in 'AAP - Schedule of Minor Modifications' (February 2021). Both documents were submitted for examination at the same time in February 2021. Any Main Modifications referred to during the Examination should be read as being made to the AAP at this starting point.
11. The intention of the AAP is to set out non-strategic policies relevant to an area identified for significant change. The AAP must be in accordance with the strategic plan for the area, which in this case is the West Oxfordshire Local Plan (2018). Policy OS2 of the Local Plan (2018) identifies the development of a self contained settlement based on 'garden village' principles to the north of Eynsham as part of the overall distribution of housing set out in Policy H1. Policy EW1 sets more detailed policy relating to the garden village that is to be followed by an Area Action Plan, which is the subject of the Examination.
12. Policies in the Local Plan (2018) therefore establish the principle of the garden village development and a level of detail. Accordance with these policies and others will focus the scope of the Examination. In particular, reviewing the housing requirement is not one of the explicit purposes of the Examination.
13. In addition to the Local Plan (2018), the AAP must also be consistent with the Eynsham Neighbourhood Plan (2020), unless it explicitly states that the intention is to supersede policies.

Examination process

14. Insofar as it relates, the Examination will follow the process set out in the Planning Inspectorate's Procedure Guide for Local Plan Examinations – 7th Edition (February 2021) (Procedure Guide). The other main sources of information about the process can be found in the legal provisions of the Planning and Compulsory Purchase Act 2004 and The Town and Country Planning (Local Development) Regulations 2012, along with national policy set out in the Framework and National Planning Guidance.

15. The intention is for the Examination to proceed through the following stages, which are outlined in more detail in the Procedure Guide:
 - Preparation of **statements** and other information in advance of Hearing sessions – addressed later in this guidance note.
 - **Hearing** sessions – addressed later in this guidance note.
 - Inspector **reporting** and **Main Modifications**.
 - **Quality assurance, fact checking** and delivery of **final report** to the Council.
16. The timing and nature of the process is subject to variation depending on how the Examination proceeds.
17. After the Hearing sessions have closed, I will prepare a report for the Council with my conclusions and recommendations. This will include any Main Modifications that are necessary for legal compliance or soundness.
18. I will take account of any Main Modifications suggested by the Council or others during the examination. However, it should be emphasised if the AAP is already sound it is not my role to improve it with the aim of making it 'more sound'.
19. Any Main Modifications that I recommend would be subject to public consultation and sustainability appraisal by the Council.
20. When reporting I will have regard to all the evidence and points made during the course of the Examination. However, I am not required to report on every issue that has been raised.
21. The potential outcomes of my reporting are:
 - Adoption of the AAP is recommended as the Council have complied with the relevant legal requirements and the AAP is sound.
 - It is recommended that the AAP is not adopted as it does not comply with one or more of the requirements relating to legal compliance or soundness. If this is the case the Council has asked me to recommend Main Modifications to address matters of legal compliance and/or soundness. It is important to stress that I would not be able to rectify non-compliance with the Duty to Co-operate.

Matters, Issues and Questions

22. Based on my initial assessment of the AAP I have identified a number of matters, issues, and questions which I consider need to be explored during the Examination. These are set out in the Matters, Issues and Questions document circulated at the same time as this guidance note.

Submission of statements and further material

23. The Council should produce an individual written statement for each of the matters identified in the Matters, Issues and Questions document. All questions should be addressed using the numbering system in the document. Specific references, such as paragraph numbers, to parts of supporting evidence is essential. Drawing my attention to large sections of reports should be avoided. Responses must be specific, answer the questions, and draw on key points raised in relevant representations. Single word responses to questions such as 'yes' or 'no' are unlikely to be sufficient.
24. Other participants in the Examination may, if they wish, submit written statements addressing the matters, issues and questions in the document which are relevant to their particular interest. There is, however, no need to repeat points already made in representations. Such statements should be succinct and concentrate on responding to the particular questions raised. Repeating large extracts from the AAP, national policy or guidance, or other documents already in the examination library is not necessary. Clear cross referencing will suffice.
25. All statements should be sent to the Programme Officer. For both the Council and others, the deadline for receipt of written statements is **12:00 midday on Friday 4 June 2021**. Statements should be submitted electronically, there is no need to provide paper copies. The name of the respondent should be included in the electronic filename.
26. Other than the statements referred to above **no further information or documentation should be submitted to the Examination unless it is specifically asked for**. Requests from the Council to produce additional Topic Papers or technical notes which would assist the Examination will be considered on a case by case basis. There is no scope to produce rebuttal statements. Under no circumstances should additional unsolicited written statements or notes be presented at the Hearing sessions.

Hearing sessions and dates

27. An Indicative Running Order for Hearing Sessions has been made available at the same time as this guidance note. The Hearing sessions will be based on the matters, issues and questions that I have identified, following agendas that I will circulate to participants in advance. I will lead the discussion at the sessions, asking questions of the Council and allowing other participants to contribute at the appropriate time. The format of the Hearing sessions is inquisitorial and will not normally involve cross-examination of participants.
28. There will be no formal presentation of evidence, as it can be assumed that I and other participants have read the relevant representations and statements.
29. In light of the ongoing public health situation and to provide certainty that the Hearings sessions will take place, it has been agreed between the Planning Inspectorate and the Council that the sessions will be in a virtual format. Separate guidance notes on participation in virtual hearings will

be published in advance of the sessions.

30. Other Interested Parties will be able to participate (speak) at specific Hearing sessions if they sought a change to the AAP in response to the Council's publication stage consultation. All those who would like to speak at the Hearing sessions should confirm this in writing with the Programme Officer, stating which session or sessions they would like to speak at (referring to the Matter number). **Requests should be received no later than 12:00 midday on Friday 14 May 2021.**
31. Requests should be made even by those who have said that they wish to be involved in the Hearings in previous representations. If you do not submit a request by this date it will be assumed that you do not wish to speak at the Hearings. A finalised timetable and list of participants will be confirmed in advance of the Hearing sessions. Only those who have made a request in advance via the Programme Officer will be able to speak.
32. I would stress that written representations and points made orally at Hearing sessions carry equal weight. For those who do not wish to participate in the Hearing sessions, they will still be open for the public to observe.

Closing the examination

33. The examination will remain open until my report is submitted to the Council. However, no further representations or evidence will be accepted after the Hearing sessions have closed, unless I specifically request it. Any late or unsolicited material will be returned.
34. Any other procedural questions or other matters that you wish to raise with me prior to the hearing should be directed through the Programme Officer.

D.R. McCreery

INSPECTOR

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WEST OXFORDSHIRE DISTRICT COUNCIL

Examination of Salt Cross Garden Village Area Action Plan (AAP)

Inspector: D.R McCreery MA BA (Hons) MRTPI

Programme Officer: Rosemary Morton

Programme Officer Address - c/o Planning and Strategic Housing, Elmfield,
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INSPECTOR'S MATTERS, ISSUES AND QUESTIONS

Matter 1 – Procedural and legal requirements

Issue

Whether the Council has complied with the relevant procedural and legal requirements.

Questions

Plan preparation

1. Has the AAP been prepared in accordance with the Local Development Scheme?
2. Have notification, consultation, publication and submission requirements been met?
3. Has the preparation of the AAP complied with the Statement of Community Involvement?

Sustainability Appraisal (SA)

4. How has the SA informed the preparation of the AAP? How have options been considered? What are the conclusions of the SA and how are those conclusions reflected in the AAP?
5. How has the SA been reported?
6. Has the methodology for the SA been appropriate?
7. Have any concerns been raised about the SA and what is the Council's response to these?
8. Have the requirements for Strategic Environmental Assessment been met?
9. Overall, does the SA meet all the requirements?

Habitats Regulations Assessment (HRA)

10. How was the HRA carried out and was the methodology appropriate? Are the European sites identified for inclusion in the HRA correctly listed?
11. What potential impacts of the AAP were considered?
12. What were the conclusions of the HRA and how have they informed the preparation of the AAP? Are the Screening Findings in the HRA justified? Are the air pollution effects on the Oxford Meadows SAC appropriately assessed?
13. Have any concerns been raised about the Council's approach? How has Natural England been involved?
14. Overall, does the HRA meet all the requirements?

Other matters

15. Does the AAP include policies in relation to the mitigation of and adaption to climate change?
16. Has the Council had regard to the other relevant specific matters set out in s19 of the Planning and Compulsory Purchase Act 2004 (2004 Act) and Regulation 10 of the Town and Country Planning (Local Planning) Regulations 2012?
17. How have equality issues been addressed?

Matter 2 – Duty to co-operate (the Duty)

Issue

Whether the Council has complied with the Duty in the preparation of the AAP.

Questions

Meeting Oxford City's identified housing needs

1. How has meeting Oxford City's identified housing needs been addressed through co-operation and what has been the outcome? How has that co-operation affected the policies in the AAP, including policies regarding affordable homes and their allocation?
2. Does the Memorandum of Operation dated 15 December 2020 represent an agreed position between Oxford City Council and West Oxfordshire District Council? Are there any other issues that should be addressed?
3. Has the engagement been active and ongoing since the adoption of the West Oxfordshire Local Plan? How has engagement been documented/evidenced?

Other matters

4. Are there any other genuinely strategic matters as defined by s33A(4) of the 2004 Act?
5. If so, how have they been addressed through co-operation and what has been the outcome? How has that affected the policies in the AAP?
6. Taken as a whole, does the Council's co-operation in the preparation of the AAP amount to engaging constructively, actively and on an ongoing basis?

Matter 3 – AAP scope, boundary, vision and core themes, and purpose

Issue

Whether the AAP scope, boundary, vision and core themes, and purpose are justified, effective, and consistent with national policy.

Questions

Scope

1. Does the AAP include any policies that amend strategic policies?
2. Are the policies covered by the AAP consistent with the requirements of Policy EW1 of the West Oxfordshire Local Plan? Are any matters outlined in EW1 not included in the AAP? If so, why?
3. How does the AAP take account of other relevant plans and strategies for the area?

Boundary

4. Is the AAP site boundary sufficiently clear? What is the purpose and effect of extension of the boundary to the north? Has the boundary changed in any other ways since adoption of the West Oxfordshire Local Plan? Taken as a whole, is the boundary justified?

Vison and core themes

5. How has the vision for Salt Cross in paragraph 4.3 been arrived at? Is it justified?
6. How have the seven core themes in the AAP been arrived at and how do they relate to the vision? Are the core themes the right ones to focus on and do they cover all the necessary issues?
7. To what degree have the Town and Country Planning Association Garden City Definition and Principles influenced the approach in the AAP and is it appropriate and justified?

Purpose

8. Is the intended purpose and operation of the AAP sufficiently clear? Is it mainly aimed at addressing a single planning application for development of the whole site?
9. Are the policies flexible enough to respond to different scenarios, for example to manage multiple planning applications for individual parcels of land or situations where sites become available at a later date or to deal with proposals that follow the initial development of the garden village?
10. Are the policies intended to apply to all types of development, including minor development, unless indicated in the policy?

Matter 4 – Meeting current and future housing needs

Issue

Whether the policies on meeting current and future housing needs have been positively prepared and whether they are justified, effective, and consistent with national policy.

Relevant Policies – 22-26

Questions

1. Taking each policy in turn, what are the specific sources of evidence that support the chosen policy approach? What alternative approaches were considered and why were they discounted?
2. Do the policies serve a clear purpose and avoid unnecessary duplication?
3. Is the indicative delivery trajectory set out in figure 10.1 realistic? What are the effects of being unable to meet the delivery trajectory set out in the West Oxfordshire Local Plan? What assumptions have been made about time scales, phasing and the relationship with infrastructure provision?

Policy 22

4. Is the flexibility that allows delivery of 2200 homes to be exceeded justified by the evidence and consistent with Policy EW1 of the West Oxfordshire Local Plan?
5. Do the requirements relating to provision of supporting infrastructure and exemplary design repeat other policies in the AAP? Is modification needed to remove these requirements?
6. Are any other modifications necessary for soundness?

Policy 23

7. Is the indicative approach to market and affordable housing effective and justified, including the accommodation mixes? Does the approach reflect the needs of Oxford City identified through ongoing co-operation and is modification needed to also refer to Oxford City's Housing Register?
8. Is the requirement to demonstrate 'genuine affordability' justified and consistent with national policy?
9. Are any other modifications necessary for soundness?

Policy 24

10. Are there any modifications necessary for soundness?

Policy 25

11. Is the requirement for at least 5% of the total number of homes to be set aside as serviced plots justified by the evidence, including registers kept under the Self Build and Custom Housebuilding Act 2015?
12. Does the policy include sufficient certainty on what should happen if plots are not taken up?
13. Are any modifications necessary for soundness?

Policy 26

14. Is the requirement to provide for a non-exhaustive list of specialist housing needs as part of the overall housing mix justified and will it be effective? Is delivery of any specialist housing need on Salt Cross essential to meeting the needs of the area as a whole, including those of Oxford City?
15. What consideration has been given to the opportunity to provide accommodation for Gypsies and Travellers as set out in paragraph 9.5.51 of the West Oxfordshire Local Plan?
16. Are any modifications necessary for soundness?

Matter 5 – Salt Cross Science and Technology Park and Small Scale Commercial Opportunities and Flexible Business Space

Issue

Whether the policies on the Salt Cross science and technology park and small scale commercial opportunities and flexible business space are justified, effective, and consistent with national policy.

Relevant Policies – 18, 19

Questions

1. Taking each policy in turn, what are the specific sources of evidence that support the chosen policy approach? What alternative approaches were considered and why were they discounted? Is the policy approach in the AAP based on a robust understanding of business needs?
2. Do the policies serve a clear purpose and avoid unnecessary duplication?
3. Is provision of the science and technology park on a single site a justified and effective approach? How were other options considered and discounted, including a more dispersed approach characterised by a collection of smaller employment clusters?
4. Is provision for safeguarding land needed for developing the science and technology park effective and justified? Will the Policy enable land to be safeguarded over the lifetime of the project?
5. What assessment has been made of any effects of a 'hub' that includes complementary uses under Policy 18 and small scale commercial opportunities under Policy 19 on the vitality and viability of other nearby services, including those in Eynsham?
6. Will recent and proposed changes to the Use Classes Order have an impact on the effectiveness of the policy?
7. Are any modifications to Policies 18 and 19 necessary for soundness?

Matter 6 – Movement and connectivity

Issue

Whether the policies on movement and connectivity are justified, effective, and consistent with national policy.

Relevant Policies – 13-17

Questions

Transport infrastructure requirements

1. Does the evidence base demonstrate a clear understanding of the transport infrastructure challenges and opportunities associated with delivery of the AAP?
2. Does Appendix 5 of the AAP clearly identify all the necessary transport infrastructure requirements, including those necessary to encourage walking and cycling? Is this list accurate, comprehensive and reflected in the policies?
3. Taking each transport infrastructure requirement in turn, what are the specific sources of evidence that support the need for it and the chosen policy approach? Is each requirement justified by the evidence, deliverable, appropriate in terms of when it is required and any phasing, with a source of financing identified? How have alternatives been considered?
4. How have shared transport infrastructure requirements arising from development under the AAP and of the West Eynsham Strategic Development Area (SDA) been considered? How have the cumulative effects of development of the SDA and AAP been considered?
5. How have the effects on the A34 been considered? How does the chosen approach in the AAP reflect engagement with Highways England?
6. Are any modifications necessary for soundness?

A40 specific questions

7. To what extent has the A40 Corridor Strategy influenced the proposals?
8. Are the necessary transport infrastructure requirements to the A40 sufficiently clear in the policies? Do policies 14, 15 and 17 repeat requirements, using different language without justification? Is modification required to remove repetition and improve clarity?
9. Is the requirement for an underpass between the Garden Village and Eynsham justified and deliverable? What alternatives were considered?
10. Is safeguarding of land along the southern boundary for the widening of the A40 justified?
11. Is the prohibition of additional junctions on the A40 justified?

Hanborough station specific questions

12. Will the policies achieve good connectivity between Salt Cross and Hanborough Station? How were options considered and discounted? Will the chosen policy approach be deliverable and effective?
13. How does policy in the AAP relate to the masterplan being developed for Hanborough Station?
14. Are the financial contributions towards the North Cotswold Line Transformation and development of Hanborough as a transport hub justified?

Sustainable Transport Hub specific questions

15. Will the chosen policy approach be successful in integrating the Hub in to the wider development of Salt Cross? How has connectivity to the wider Garden Village been considered?
16. Does the evidence consider the benefits and potential impacts of the Hub (in particular the park and ride), including effects linked to users from outside the Eynsham area?
17. Is expansion of the park and ride appropriately considered?

Car and cycle parking specific questions

18. Are the absolute maximum car parking standards in Policy 16 justified and consistent with local and national policy? How have the standards taken account of policy in Paragraph 105 of the Framework? Is modification required to ensure consistency with national policy?
19. Are the prescribed minimum standards for cycle parking in Policy 14 justified?

Other questions

20. Will the requirements of Policies 13-17, in combination with others, be successful in managing risks associated with rat running (including linked to schools)?
21. Are the requirements in Policy 17 preventing occupation of Salt Cross (unless car free) until completion of related infrastructure works, including the A40 bus lanes, justified and deliverable?
22. Do the policies serve a clear purpose and avoid unnecessary duplication?
23. Are any other modifications necessary to Policies 13-17 for soundness?

Matter 7 – Net Zero Carbon Development, Green Infrastructure, and Protecting and Enhancing Environmental Assets

Relevant Policies – 2, 7, 9-12

Issue

Whether the policies on net zero carbon development, green infrastructure, and protecting and enhancing environmental assets are justified, effective, and consistent with national policy.

Questions

1. Taking each policy in turn, what are the specific sources of evidence that support the chosen policy approach? What alternative approaches were considered and why were they discounted?
2. Do the policies serve a clear purpose and avoid unnecessary duplication?
3. Does the AAP clearly distinguish between the hierarchy of designated and non-designated sites that are relevant to the plan area and appropriately assess any impacts, including mitigation and opportunities for enhancement?
4. Will the policies, in combination with others, manage the air pollution effects on the Oxford Meadows SAC appropriately?
5. Have any effects on Eynsham Woods been properly considered and managed?

Policy 2

6. Does the policy adopt a clear definition of 'Net Zero Carbon'?
7. For effectiveness, are all aspects of the policy deliverable and based on evidence that takes account of any technical, financial or practical constraints, including overlapping regulatory requirements? Are the energy efficiency and carbon targets within the policy justified?
8. Does the policy take an appropriate approach to applying national standards and methodologies for assessing energy demands from buildings? Are any differences in approach justified and effective?
9. Are the potential energy demands of non-residential buildings appropriately considered?
10. How would the requirements relating to the provision of information, validation, and onwards monitoring and enforcement linked to the policy to be managed in practice and are they effective?
11. Are any modifications necessary for soundness?

Policy 7

12. How does the AAP ensure that green infrastructure would be appropriately connected to areas beyond the site boundary?
13. Is the requirement for 50% of the overall area to form the overall green infrastructure network justified and effective? What alternatives were considered? Is the requirement flexible enough to respond to changing circumstances?
14. Have management and maintenance costs and requirements been properly considered and evidenced and are they justified and deliverable?

15. Is prescribing the stage in the planning application process at which a Green Infrastructure Strategy and landscaping scheme should be submitted necessary and justified? Is modification required to allow some flexibility?
16. Is the requirement for full award accreditation using the Building with Nature Standards justified and effective? How would compliance with the requirement be assessed? Is modification required to remove duplication of the need for accreditation in Policy 7 and Policy 10?
17. Are any other modifications necessary for soundness?

Policy 9

18. Is the requirement for 25% overall net gain justified and consistent with national policy?
19. How would off site mitigation be delivered in practice?
20. Will the gains be measurable, genuine and demonstrable?
21. How does the Biodiversity Net Gain Strategy differ from the Biodiversity Mitigation, Compensation, Monitoring and Management Framework?
22. Are any modifications necessary for soundness?

Policy 10

23. Does the policy take full account of flood risk, including longer term implications? Has the latest Strategic Flood Risk Assessment (dated August 2020) been appropriately considered? Is the requirement to reduce surrounding flood risk justified – how would this be delivered in practice?
24. Are the requirements in relation to sustainable drainage systems effective? Has the advice of the Lead Local Flood Authority been taken into account? Is there any clear evidence that the requirements would not be appropriate?
25. Have issues relating to water demand, waste water, and water quality been adequately considered and are the policies relating to these issues justified and deliverable? Does the policy exceed the requirements of Local Plan Policy OS3? Does the updated Water Quality Impact Assessment (dated February 2021) suitably assess the environmental impacts on water quality and does the evidence indicate that permits would reasonably be achievable?
26. Is the repeat of the requirement for accreditation using the Building with Nature Standards in Policy 10 and Policy 7 justified? Is modification required to remove duplication?
27. Are any other modifications necessary for soundness?

Policy 11

28. Is prescribing the stage in the planning application process at which the prescribed reports should be submitted necessary and justified? Is modification required to allow some flexibility?
29. Are any other modifications necessary for soundness?

Policy 12

30. Does the AAP identify all the relevant known heritage assets? Will the policy, in combination with others, provide an appropriate basis for assessing the significance of the assets and considering any impacts? Is suitable provision made for unidentified heritage assets (i.e. archaeology)?
31. Does the policy, in combination with others, appropriately manage risks of physical and setting change associated with the Grade II listed buildings at City Farm?
32. Are any modifications necessary for soundness?

Matter 8 – Viability**Issue**

Whether the AAP is supported by appropriate evidence of viability to demonstrate that the policies are justified, effective, and consistent with national policy.

1. Does the AAP clearly set out all the expected contributions from development?
2. Is the viability evidence underpinning the AAP a proportionate assessment? Is it suitably comprehensive, covering all the expected contributions? Is it robust, based on up to date information and evidence of need?
3. Does the viability evidence reflect the recommended approach in national planning guidance?
4. Overall, has the total cumulative cost of all relevant policies in the AAP been considered and will the cost not undermine deliverability of the plan?
5. Are any modifications necessary for soundness?

Matter 9 – Other Policies

Issue

Whether other policies in the AAP are justified, effective, and consistent with national policy.

Relevant Policies – 1,3,4,5,6,8,20,21,27,28,29,30,31

Policy 1

1. Is the natural capital approach sufficiently clear? What information requirements would be necessary to demonstrate the adoption and demonstration of a natural capital approach?
2. Are any modifications necessary for soundness?

Policy 3

3. Is prescribing the stage in the planning application process at which a waste strategy should be submitted necessary and justified? Is modification required to allow some flexibility?
4. How would the requirement to consider the use of advanced waste collection systems be met in practice and is it justified?
5. Are any modifications necessary for soundness?

Policy 4

6. Is the requirement for a Health Impact Assessment justified, and how does it relate to the requirements of other policies, including the assessment required under Policy ENP3(a) of the Neighbourhood Plan? Would the requirement for alignment with the emerging Oxfordshire HIA be justified and effective?
7. Is prescribing the stage in the planning application process at which a HIA should be submitted necessary and justified? Is modification required to allow some flexibility?
8. Are any modifications necessary for soundness?

Policy 5

9. Is the requirement for the appointment and funding of a Community Development Officer justified by the evidence? How would it be delivered in practice?
10. Are any modifications necessary for soundness?

Policy 6

11. Are any modifications necessary for soundness?

Policy 8

12. Is prescribing the stage in the planning application process at which a food strategy should be submitted necessary and justified? Is modification required to allow some flexibility?
13. Are any other modifications necessary for soundness?

Policy 20

14. How will the requirement for every household and shared space to be enabled for the provision FttP broadband be delivered in practice? Will it be effective? How does this relate to the Ultrafast fibre and other similar requirements in Policy 16? Is modification required to avoid duplication?
15. Are any other modifications necessary for soundness?

Policy 21

16. Is prescribing the stage in the planning application process at which a CEP should be submitted necessary and justified? Is modification required to allow some flexibility?
17. Are any other modifications necessary for soundness?

Policy 27

18. What is the policy trying to achieve? Is repeating/summarising other policies in the AAP justified? Should this policy be removed to avoid unnecessary repetition?
19. Is modification to para 11.12 needed to ensure consistency with the Use Classes Order?
20. Are any modifications necessary for soundness?

Policy 28

21. Are each of the land uses set out covered by more detailed policies elsewhere in the AAP? Are any additional requirements justified by the evidence and deliverable?
22. Does the requirement to reflect the key elements of the illustrative Spatial Framework appropriately balance certainty around what the AAP should deliver with flexibility?
23. Are any modifications necessary for soundness?

Policy 29

24. Is the requirement for compliance with Building for Life 12 justified and consistent with national policy?
25. Are any modifications necessary for soundness?

Policy 30

26. What is the status of the Eynsham Area Infrastructure Delivery Plan and is it appropriate to base a site specific Delivery Plan on it?
27. Are any modifications necessary for soundness?

Policy 31

28. Does the evidence justify the stated preference for a Community Land Trust? Does the policy contain enough flexibility for other approaches to come forward? How will the policy be delivered in practice?
29. Are any modifications necessary for soundness?

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WEST OXFORDSHIRE DISTRICT COUNCIL**Examination of Salt Cross Garden Village Area Action Plan (AAP)****Inspector:** D.R McCreery MA BA (Hons) MRTPI**Programme Officer:** Rosemary Morton**Programme Officer Address** - c/o Planning and Strategic Housing, Elmfield,
New Yatt Road, Witney, OX28 1PB**Tel:** 01628 672181**Email:** rosemary.morton@publicagroup.uk**INDICATIVE RUNNING ORDER FOR HEARING SESSIONS****Venue :** see accompanying Inspector's Guidance Note**Start times :** 10am on all days (unless otherwise stated)

Date	Matter
Week 1	
Monday 28 June 2021	<p>AM Open Matter 1 – Procedural and legal requirements</p> <p>PM Matter 2 – Duty to co-operate (the Duty) Matter 3 – AAP scope, boundary, vision and core themes, and purpose</p> <p>Participants - TBC</p>
Tuesday 29 June 2021	<p>AM Matter 4 – Meeting current and future housing needs</p> <p>PM Reserve session (if needed)</p> <p>Participants - TBC</p>
Wednesday 30 June 2021	<p>AM Matter 5 – Salt Cross Science and Technology Park and Small Scale Commercial Opportunities and Flexible Business Space</p> <p>PM Matter 6 – Movement and connectivity</p> <p>Participants - TBC</p>
Thursday 1 July 2021	<p>AM Matter 6 – Movement and connectivity</p> <p>PM Reserve session (if needed)</p> <p>Participants - TBC</p>

Week 2	
Tuesday 6 July 2021	<p><u>All day</u></p> <p>Matter 7 – Net Zero Carbon Development, Green Infrastructure, and Protecting and Enhancing Environmental Assets</p> <p>Participants – TBC</p>
Wednesday 7 July 2021	<p><u>AM</u></p> <p>Matter 8 – Viability</p> <p><u>PM</u></p> <p>Reserve session (if needed)</p> <p>Participants – TBC</p>
Thursday 8 July 2021	<p><u>AM</u></p> <p>Matter 9 – Other Policies</p> <p><u>PM</u></p> <p>General matters and close</p> <p>Participants - TBC</p>
Friday 9 July 2021	Reserve session (if needed)



The countryside charity
Oxfordshire

Campaigning to protect our rural county

www.cpreoxon.org.uk

Agenda Item 10

CPRE Oxfordshire briefing

Oxfordshire Plan 2050

Are you and your representatives ready to speak up for Oxfordshire's countryside and rural towns and villages?

This summer will establish the direction of Oxfordshire for the next generation.

The Oxfordshire Plan 2050 will define the development strategy for the county for the next three decades, including both the quality and quantity of housing and the broad locations for growth.

Now is the time to make sure your councillors are well-briefed and able to represent your views. Together, we need to make sure that our countryside and rural character are at the heart of future plans for Oxfordshire.

About the Oxfordshire Plan 2050

This Joint Statutory Spatial Plan is being prepared by all four of our District Councils, Oxford City Council and Oxfordshire County Council, working together through the [Oxfordshire Growth Board](#). You can read more about it here: www.oxfordshireplan.org

An over-arching [Strategic Vision for Oxfordshire](#), which sits above the Plan, has already been agreed. This sets out the Growth Board's definition of 'good growth'.

Watch out for the next consultation – due this summer

The next round of public consultation on the Oxfordshire Plan 2050 is due to take place this summer 2021 and will be critical.

It will cover Spatial Growth Options, including setting out the scale and broad locations of growth.

NB In future, District/City Local Plans will not identify their own housing & development targets – instead these will be drawn down from the Oxfordshire 2050 Plan, so it's vital they are carefully considered.

We understand there will be a range of growth scenarios set out, but it is not clear what the 'bookends' of these will be. Work on an Oxfordshire Growth Needs Assessment has been undertaken, but to date the Growth Board has refused to publish this.

It may be that we are asked to comment on low/medium/high growth options (although 'low' in this context will almost certainly still be well above natural/organic growth).

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Please make sure your local councillor/s are well-briefed to respond on your behalf (as they may have a chance to comment in advance) and be ready to have your own say.

Key Points

CPRE Oxfordshire believes the County's rural character should be the fundamental starting point from which decisions about the future development of the County should be made. This is not only because of its value in societal and environmental terms, but also its economic value in retaining and nurturing our educational and entrepreneurial assets.

Oxfordshire has already done more than its share in delivering growth well above and beyond local need. Housing stock is currently being increased by 100,000 houses, or 40% (2011-2031), which is a third more than even the Government's own flawed housing methodology suggests.

Our environment and rural character, as well as our biodiversity and climate emergencies, should rightly be strong constraints on further aggressive growth rates. The Oxford Green Belt, our three Areas of Outstanding Natural Beauty, the countryside which provides the historic setting to our rural settlements and Oxford City alike – all are precious assets that need to be treated with care for future generations.

The focus should be on organic growth, in line with local need, with sustainable development that protects and enhances the identity of our villages and countryside.

The quality of our local environment and landscapes is widely recognised as a key factor underpinning the success of our economy. Oxfordshire's world class high-tech sector must be supported, but as a seed-bed for ideas, for exploitation elsewhere in the country where employment growth is needed, rather than the creation of a county-wide industrial zone.

The Plan must be about more than the needs of Oxford City, but the needs of the county as a whole. For example, Bicester was promised high tech employment, but is being surrounded by land-hungry warehousing.

Read CPRE Oxfordshire's [A Better Vision for Oxfordshire](#).

You can also see our response to earlier Oxfordshire Plan 2050 consultations [on our website here](#).

Why should you get involved? Let's make it bottom up, not top down

The Growth Board has said that the views and needs of Oxfordshire's people should be at the heart of the Oxfordshire Plan 2050 – we must make sure that is the case.

The Oxfordshire Plan is also likely to be the best chance we have to influence the overall Oxford Cambridge Arc proposals and to limit a 'top-down' growth agenda.

Your voice will be vital.

What can you do?

Make sure your councillor is well-briefed on the Oxfordshire 2050 Plan and knows your views.

Don't know who to contact? [Find out here](#).

Look out for & respond to the Oxfordshire 2050 consultation, summer 2021.

Stay in touch via CPRE Oxfordshire:

- [Sign up](#) to our monthly e-newsletter
- Follow us on [Facebook](#) and [Twitter](#)
- [Join us!](#) Become a supporter and help protect Oxfordshire's countryside for as little as £3 a month (including discounted entry to rural and heritage attractions all over England)