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

Held on Tuesday, 20 July 2021

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor R Smith (Chair)

Councillors:	A Prosser O Collins L Duncan	V Gwatkin M Jones
Officers:	Adam Clapton Claire Green Simon Wright	Deputy Town Clerk Administration Support - Planning & Stronger Communities Democratic & Legal Services Officer
Others:	2 members of the public.	

As there was no legislation in place for the Town Council to hold virtual meetings, and because of the ongoing Covid-19 Pandemic, the Climate, Biodiversity & Planning Committee formed virtually as an Advisory Committee. Any recommendations outside of the current work's programme, budget or policy would require ratification at the Full Council meeting held on 2 August 2021.

P382 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Joy Aitman and Andy McMahon.

P383 DECLARATIONS OF INTEREST

Councillor Collins declared a personal non-prejudicial interest in respect of Application No. WTC/120/21 – 2 French Close, Witney by virtue of knowing the applicant.

Councillors Gwatkin, Prosser and Collins declared a personal non-prejudicial interest in respect of Agenda Item No. 7 - Licensing Application W/21/00507/PRMA - Church Green, Witney by virtue of knowing one of the organisers.

P384 TO ADOPT AND SIGN AS CORRECT THE MINUTES OF THE COMMITTEE HELD ON 8 & 29 JUNE 2021

Councillor Owen Collins advised that he had declared an interest in applications WTC 80 & 81/21 – 35 – 37 Woodgreen considered at the 8 June meeting by virtue of knowing the applicants.

Resolved:

That, the minutes of the meetings of the Committee held on 8 & 29 June 2021 be approved as a correct record subject to the addition above.

P385 **MATTERS ARISING FROM THE MINUTES OF 8 & 29 JUNE 2021.**

There were no matters arising.

P386 **PUBLIC PARTICIPATION**

The Committee adjourned for this item.

Mr D Edwards-Hughes and Councillor Thomas Ashby addressed the Committee in respect of Application No. WTC/135/21 - Land (E) 432925 (N)209696 Downs Road

The Committee reconvened following public participation.

P387 **PLANNING APPLICATIONS**

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

Resolved:

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

P388 **PLANNING DECISIONS**

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

Resolved:

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

P389 **LICENSING APPLICATION W/21/00507/PRMA - CHURCH GREEN, WITNEY**

The Committee received and considered a premises licence application for the Witney Music Festival at Church Green Witney.

It was clarified that permission to hold the event on Church Green was not yet known but the Town Council had supported the event through its Stronger Communities Committee. It was noted that the organisers were looking at a town centre location to encourage people to visit other businesses in the town centre.

The Committee, whilst not objecting to the application, expressed the view that live music could be disruptive to residents near to Church Green and highlighted that any noise levels needed to be appropriate for the location.

Resolved:

That, Witney Town Council support this licensing application for the Witney Music Festival but ask that noise concerns from local residents are considered. Witney Music Festival is proposed at a smaller open space than in previous years, with more residential properties nearby. Volume levels should be actively monitored during the event and any approved noise levels adjusted according to the setting.

The meeting closed at: 7.50 pm

Chair

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Witney Town CouncilPlanning Minutes - 20th July 2021

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- 387- 1 WTC/119/21 Plot Ref :-21/02096/HHD Type :- HOUSEHOLDE
 Applicant Name :- . Date Received :- 24/06/2021
 Location :- 90 RALEGH CRESCENT Date Returned :- 21/07/2021
 RALEGH CRESCENT
 Proposal : Proposed single and two storey side extensions and single storey rear extension.
 Observations : Witney Town Council has no objections regarding this application.
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- 387- 2 WTC/120/21 Plot Ref :-21/02169/HHD Type :- HOUSEHOLDE
 Applicant Name :- . Date Received :- 24/06/2021
 Location :- 2 FRENCH CLOSE Date Returned :- 21/07/2021
 FRENCH CLOSE
 Proposal : Erection of single storey front extension, two storey side extension and single storey rear extension.
 Observations : Witney Town Council has no objections regarding this application.
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- 387- 3 WTC/121/21 Plot Ref :-21/02058/LBC Type :- LISTED BUI
 Applicant Name :- . Date Received :- 24/06/2021
 Location :- 16 HIGH STREET Date Returned :- 21/07/2021
 HIGH STREET
 Proposal : External alterations to include the Installation of non-illuminated fascia and hanging signs.
 Observations : Witney Town Council has no objections regarding this application.
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- 387- 4 WTC/122/21 Plot Ref :-21/02059/ADV Type :- ADVERTISIN
 Applicant Name :- . Date Received :- 24/06/2021
 Location :- 16 HIGH STREET Date Returned :- 21/07/2021
 HIGH STREET
 Proposal : New signage and decoration to shopfront. Internal fit out of existing Mistral retail unit - decoration and new fixtures. No structural alterations.
 Observations : Witney Town Council has no objections regarding this application.
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- 387- 5 WTC/123/21 Plot Ref :-21/02210/FUL Type :- FULL
 Applicant Name :- . Date Received :- 28/06/2021
 Location :- UNIT 1-5 AVENUE TWO Date Returned :- 21/07/2021
 AVENUE TWO
 Proposal : Change of use from General Industrial to Builders Merchant along with external alterations to include the demolition of unit 4 to form enlarged storage yard, associated landscaping and means of enclosure with formation of a new access.

Observations : Witney Town Council object to this application. The South West corner of the site is adjacent to the main pedestrian access to Witney Lake and Country Park. This important recreational facility is in constant use and the perimeter of this site neighbours the access point to the Public Footpath right of way for families, children and dog-walkers and is also a pedestrian route for school children. The 'IN' and 'OUT' as marked on the vehicle splays on drawing '14920 - 110K - PROPOSED SITE PLAN - A1' indicate that HGVs would cross the pavement at the 'IN' gates and that vehicles exiting at the 'OUT' gates have extremely limited space to join the highway safely. This highway danger is compounded by Avenue Two being regularly used for roadside parking, which would further limit manoeuvrability for large vehicles. Members request that these points are reviewed by the Highways Authority as well as the careful consideration of the Planning Officer. Based on the proposed layout, Witney Town Council would request that prior to occupation, the applicant submit further plans to be approved by the relevant authority, to improve the access to and allowing safe routes for all to access Witney Lake & Country Park.

Additionally, members noted that the highway adjacent to the site is a frequently used cycle route which links into the cycle network for Witney. Allowing HGVs to access the site on the quiet road on the Western boundary would pose a danger for cyclists using this route.

Witney Town Council does agree in principle to the redevelopment of this site and would rather welcome an application with a revised layout that includes the vehicular access being moved to the North of the site where it would be less of a safety risk for our residents using this important recreational space.

387- 6	WTC/124/21	Plot Ref :-21/02164/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	28/06/2021
	Location :- 3 WOODSTOCK ROAD WOODSTOCK ROAD		Date Returned :-	21/07/2021
	Proposal : Erection of a detached garage.			
	Observations : Witney Town Council objects to the application based on insufficient detail and inconsistent information on the drawings submitted for this application. Drawing 'Location Map' does not show any gap between the host dwelling and the North East boundary. However, drawing '3 Woodstock Road Garage Site Plan' clearly shows a gap between the host dwelling and the North East boundary. It is unclear how the proposed garage will be accessed.			
	Members do not object to the principle of development but are not able to provide a full response without consistent/accurate detail from the applicant.			

387- 7	WTC/125/21	Plot Ref :-21/01360/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	01/07/2021
	Location :- 38 DUCKLINGTON LANE DUCKLINGTON LANE		Date Returned :-	21/07/2021
	Proposal : Erection of a 1.8 metre fence along the side of property, dropping to 1.2 metres by the road.			
	Observations : While Witney Town Council does not object to this application, members noted concerns about changes to the streetscene and indicated that soft landscaping could also be considered, which would improve biodiversity.			

387- 8 WTC/126/21 Plot Ref :-21/02231/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 01/07/2021
Location :- 9 WOODLANDS ROAD Date Returned :- 21/07/2021
Proposal : Removal of existing pitched porch roof. Replace with a mono pitched roof.
Observations : Witney Town Council has no objections regarding this application.

387- 9 WTC/127/21 Plot Ref :-21/02248/FUL Type :- FULL
Applicant Name :- . Date Received :- 06/07/2021
Location :- GATEWAY HOUSE Date Returned :- 22/07/2021
WINDRUSH PARK ROAD
WINDRUSH INDUSTRIAL PARK
Proposal : Erection of nine industrial units, to include external ancillary service areas, car and cycle parking.
Observations : Witney Town Council object to this application:

1) The plans do not illustrate safe on-site access for pedestrians or to the cycle facilities. West Oxfordshire Local Plan encourages active travel to work through Policy OS2, T1 and T3, members note that the proposed plan fails to make adequate provision of measures to encourage non-car modes of transport.

2) Members note the concerns of Thames Water and request an appropriate sustainable surface water strategy before approval is considered and that this approach be in line with the requirements as outlined in the relevant Planning and flood risk paragraphs of the NPPF. Further, that the identified 'inability of the existing water network to accommodate the needs of this development proposal' be fully assessed and considered.

3) Members note that the ground assessments have shown evidence of asbestos and other harmful contaminants present at the site. Witney Town Council request that to comply with Policy EH8, the report findings be given due consideration by Officers and an Asbestos Management Plan be submitted and approved ahead of works commencing.

4) The proposal locates buildings too close to the site boundary and misses an opportunity for soft landscaping buffers to be introduced.

5) The proposal does not include satisfactory provision towards meeting the needs of the declared climate emergency. Measures could include solar panels and electric vehicle charging points. Members welcome a revised proposal that more closely meets the environmental objectives as set out in the WODC Local Plan overall strategy and in particular, to comply with Policy OS3.

Witney Town Council does agree in principle to the redevelopment of this site and would rather welcome an application with a revised proposal that addresses the concerns outlined above.

387- 10 WTC/128/21 Plot Ref :-21/02305/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 06/07/2021
Location :- 8 EDINGTON ROAD Date Returned :- 22/07/2021
EDINGTON ROAD
Proposal : Conversion of garage loft into bedroom with en-suite annexe.
Observations : Witney Town Council has no objections regarding this application.

387- 11 WTC/129/21 Plot Ref :-21/02278/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 06/07/2021
Location :- 45 MILL STREET Date Returned :- 22/07/2021
MILL STREET
Proposal : Erection of single storey front extension and loft conversion to include rear dormer extension and insertion of front roof lights. Associated works and landscaping.
Observations : Witney Town Council has no objections regarding this application.

387- 12 WTC/130/21 Plot Ref :-21/01840/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 08/07/2021
Location :- 1 LOWELL PLACE Date Returned :- 22/07/2021
LOWELL PLACE
Proposal : Proposed replacement of existing timber single glazed windows with double glazed timber windows to match existing.
Observations : Witney Town Council has no objections regarding this application.

387- 13 WTC/131/21 Plot Ref :-21/02368/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 08/07/2021
Location :- 31 OXFORD HILL Date Returned :- 22/07/2021
OXFORD HILL
Proposal : Demolition of existing garage and replacement with new garage with office and store above.
Observations : Witney Town Council has no objections regarding this application.

387- 14 WTC/132/21 Plot Ref :-21/02344/FUL Type :- FULL
Applicant Name :- . Date Received :- 12/07/2021
Location :- UNIT 14B MARRIOTT'S WALK Date Returned :- 22/07/2021
MARRIOTT'S WALK
Proposal : General refurbishment works to convert existing retail unit into a gelateria, to include a new rear deliveries entrance.
Observations : Witney Town Council has no objections regarding this application.

387- 15 WTC/133/21 Plot Ref :-21/02345/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 12/07/2021
Location :- UNIT 14B MARRIOTT'S WALK Date Returned :- 22/07/2021
Proposal : Affix various non-illuminated signage.
Observations : Witney Town Council has no objections regarding this application.

387- 16 WTC/134/21 Plot Ref :-21/02061/FUL Type :- FULL
Applicant Name :- . Date Received :- 13/07/2021
Location :- 66 CORN STREET Date Returned :- 22/07/2021
CORN STREET
Proposal : Erection of a wooden summer house (Retrospective).
Observations : Witney Town Council objects to this planning application;

1) The proposal as outlined in the drawings, the design and access statement, and in its built form, do not match the description of development 'Erection of a wooden summer house'. The development appears to be a substantial building, separate to the host dwelling, it's design and described use an office/storage space. The current design and use are not akin to what would be expected from an ancillary summer house.

2) The design and materials fail to meet the requirements of Policy OS4 in terms of quality. Further, the site is within Witney and Cogges Conservation Area and in close proximity to a Listed Building, members expressed that consideration should be given to respecting this setting.

3) Members have shown concern for the scale of the proposed development in close proximity to the boundary and neighbouring properties, and ask that Officers pay careful consideration to any harmful impacts. Members discussed the current use of the space, which is unclear, and note the objection from a neighbour.

4) Members note the use of wooden cladding for the exterior and ask that Officers refer this to Building Control to ensure that relevant fire safety checks are conducted.

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The Meeting closed at : 7:50pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

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