

Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



Tuesday, 12th October, 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 **Main Hall, The Corn Exchange, Witney** for the transaction of the business stated in the agenda below.

Admission to Meetings

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

Numbers of the public will be limited, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Democratic and Legal Services Officer (democracy@witney-tc.gov.uk) in advance to reserve a seat.

We will continue to observe social distancing and hand sanitiser will be available.

For further information or clarification regarding the meeting contact the Democratic and Legal Services Officer at democracy@witney-tc.gov.uk Tel: 01993 226071

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 (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. Public Participation

The meeting will adjourn for this item.

Members of the public may speak for a maximum of five minutes each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.

4. **Committee Work Plan** (Pages 3 - 6)

To consider the report of the Town Clerk.

5. **Planning Applications** (Pages 7 - 10)

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



Town Clerk

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Mrs Sharon Groth
FSLCC fCMgr
Town Clerk

Cllr Joy Aitman
Mayor of Witney



CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday, 12 October 2021

Title: Committee Work Plan

Contact Officer: Town Clerk - Sharon Groth

Background

The purpose of this report is to provide an update to Members on the Committee's work plan which includes projects identified as part of the Council's Draft Strategic Plan and Budget Setting agreed in February 2021, as well as the Open Spaces Strategy adopted in June 2021.

This is also an opportune time to consider any future/additional projects to be put forward for the budget setting cycle (November) to prepare a forward plan for 2022 and beyond, to give Officers time to carry out any required research.

Current Situation

Members will be aware from previous Officer reports that so far a project fund of £25,000 has been set aside to support the Council's efforts on Climate Emergency. However, the climate emergency objective crosses over into the other spending Committees which have projects already identified – such as the new heating system at Burwell Hall and a fund for electrical vehicles.

Many of the Council's projects cross reference into the Open Spaces Strategy which should be seen as the overarching plan for the Council and should dictate priorities and timescales.

Open Spaces Strategy

During the next two months the Town Clerk, as Strategic Lead, will begin to drill down into the OSS Action Plan in order to establish some clear project plans for implementation by her Officers.

At this stage, as a reminder, attached at appendix 1 is the extract from the OSS with this Committee's priorities.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Each project plan will include an environmental impact assessment to ensure that the Council's declaration and environmental issues are taken into account and isn't to the detriment of the Council's ambitious target of carbon neutrality by 2028.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Each project plan will include an environmental impact assessment to ensure that the Council's declaration and environmental issues are taken into account and isn't to the detriment of the Council's ambitious target of carbon neutrality by 2028.

Financial implications

There are no financial implications arising directly from this report.

Recommendations

Members are invited to note the report and the status of the various projects agreed. Consideration could also be given to any priorities or forward plan the Committee may wish to put forward for the budget setting cycle for projects in 2022 and beyond.

PARKS & OPEN SPACES STRATEGY – ACTION PLAN

Key Themes:

PO	Modernising and upgrading our parks and open spaces
SP	Improving and investing in our sporting provision
LP	Improving and investing in our leisure provision
IS	Improving and investing in our infrastructure provision
EE	Working in the most effective and efficient manner

Committees:

CBP	Climate, Biodiversity & Planning
HC&A	Halls, Cemeteries & Allotments
P&R	Parks & Recreation
PGF/PSC	Policy, Governance & Finance
SC	Stronger Communities

Reference	Action	Responsible Committee	Who Involved?	Commencement?	Completion?
<i>CLIMATE, BIODIVERSITY & PLANNING COMMITTEE</i>					
PO 3	Draw up and adopt a comprehensive arboriculture plan	CBP	WTC Staff, Tree Officer	Sep-21	Mar-22
PO 4	Identify and implement possible re-wilding areas	CBP	WTC Staff	Dec-21	Apr-22
LP 5	Prepare an improvement and upgrade plan for angling facilities at the Country Park and Lake	CBP	WTC Staff, Angling Club	Jan-22	Apr-22
LP 4	Prepare and adopt a comprehensive management and improvement plan for the Country Park and Lake area	CBP	WTC Staff, Tree Officer, Natural England, Specialist Advisors	Apr-22	Nov-22 (plan stage)
IS 8	Seek to work with partners to achieve a structured, integrated and fully connected footpath and cycle path network around the town.	CBP	WTC Staff, Partners	Apr-22	July 22 (Feasibility Stage)

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Agenda Item 5

Witney Town Council

Climate, Biodiversity & Planning 12.10.2021

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5.1 **WTC/174/21** Plot Ref :- 21/02929/FUL Type :- FULL
Applicant Name :- . Date Received :- 20/09/2021
 Parish :- WEST Date Returned :-
 Location :- LAND AT WINDRUSH Agent
 PARK
 WINDRUSH PARK ROAD
Proposals :- Erection of 2 industrial units (Use Class E(g)iii, B2 and B8), to include external ancillary service areas, car and cycle parking.
Observations :-

5.2 **WTC/175/21** Plot Ref :- 21/03061/HHD Type :- HOUSEHOL
Applicant Name :- . Date Received :- 21/09/2021
 Parish :- EAST Date Returned :-
 Location :- 74 NEWLAND Agent
 NEWLAND
Proposals :- Erection of first floor rear extension, alterations to raise the roof height above existing kitchen and installation of roof lights.
Observations :-

5.3 **WTC/176/21** Plot Ref :- 21/02920/FUL Type :- FULL
Applicant Name :- . Date Received :- 27/09/2021
 Parish :- CENTRAL Date Returned :-
 Location :- LAND TO THE REAR OF Agent
 96 HIGH ST
 HIGH STREET
Proposals :- Construction of dwelling and detached outbuilding comprising garaging and garden shed with storage above.
Observations :-

5.4 **WTC/177/21** Plot Ref :- 21/03113/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 27/09/2021
 Parish :- SOUTH Date Returned :-
 Location :- 63 CORN STREET Agent
 CORN STREET
Proposals :- Alterations to re-build brick chimney stack.
Observations :-

5.5	WTC/178/21	Plot Ref :- 21/03112/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 27/09/2021
	Parish :- CENTRAL		Date Returned :-
	Location :- 24 PARK ROAD	Agent	
	PARK ROAD		
	Proposals :-	Erection of a single storey front extension.	
	Observations :-		
5.6	WTC/179/21	Plot Ref :- 21/03197/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 29/09/2021
	Parish :- CENTRAL		Date Returned :-
	Location :- 38 MOOR AVENUE	Agent	
	MOOR AVENUE		
	Proposals :-	Single story rear extension for kitchen dining area and utility.	
	Observations :-		
5.7	WTC/180/21	Plot Ref :- 21/03190/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 30/09/2021
	Parish :- EAST		Date Returned :-
	Location :- 5 LAVENDER VIEW	Agent	
	LAVENDER VIEW		
	Proposals :-	New front dormer and roof light in front of roof and two rear roof lights as part of loft conversion.	
	Observations :-		
5.8	WTC/181/21	Plot Ref :- 21/03199/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 30/09/2021
	Parish :- NORTH		Date Returned :-
	Location :- THE OCTAVES	Agent	
	NEW YATT ROAD		
	Proposals :-	Demolition of existing conservatory and outbuildings. Construction of single storey rear and side extension to main house and single storey annexe in garden. Replacement of existing windows to main house and alterations internally.	
	Observations :-		
5.9	WTC/182/21	Plot Ref :- 21/03184/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 30/09/2021
	Parish :- EAST		Date Returned :-
	Location :- 198 WADARDS	Agent	
	MEADOW		
	WADARDS MEADOW		
	Proposals :-	Erection of a single storey replacement rear extension.	
	Observations :-		

5 . 10	WTC/183/21	Plot Ref :- 21/03093/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 30/09/2021
	Parish :- NORTH		Date Returned :-
	Location :- 66 NEW YATT ROAD	Agent	
	NEW YATT ROAD		
	Proposals :-	Construction of a carport with formation of driveway along with the installation of an electric gate and fencing to the west and east boundaries.	
	Observations :-		
5 . 11	WTC/184/21	Plot Ref :- 21/03160/FUL	Type :- FULL
	Applicant Name :- .		Date Received :- 30/09/2021
	Parish :- SOUTH		Date Returned :-
	Location :- UNIT 5 WOOLGATE	Agent	
	SHOPPING CENTR		
	WOOLGATE SHOPPING		
	CENTRE		
	Proposals :-	Alterations to existing shop front entrance and installation of 4 air conditioning condenser units to rear elevation.	
	Observations :-		
5 . 12	WTC/185/21	Plot Ref :- 21/03089/FUL	Type :- FULL
	Applicant Name :- .		Date Received :- 04/10/2021
	Parish :- SOUTH		Date Returned :-
	Location :- UNIT 23, AVENUE ONE	Agent	
	AVENUE ONE		
	Proposals :-	Alterations to include the erection of single storey rear extension, the addition of a new fire exit and 3 new windows to West elevation.	
	Observations :-		
5 . 13	WTC/186/21	Plot Ref :- 21/02905/FUL	Type :- FULL
	Applicant Name :- .		Date Received :- 04/10/2021
	Parish :- SOUTH		Date Returned :-
	Location :- 6 CHURCH GREEN	Agent	
	CHURCH GREEN		
	Proposals :-	Conversion of existing offices to create four flats along with the construction of a further flat in car park together with associated works.	
	Observations :-		
5 . 14	WTC/187/21	Plot Ref :- 21/03193/FUL	Type :- FULL
	Applicant Name :- .		Date Received :- 04/10/2021
	Parish :- CENTRAL		Date Returned :-
	Location :- 2 SPRINGFIELD PARK	Agent	
	SPRINGFIELD PARK		
	Proposals :-	Construction of detached dwelling and formation of new access onto Springfield Park.	
	Observations :-		

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