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



Tuesday, 14th December, 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.

Zoom login details of this meeting can be found below:

Please click the link below to join the webinar:

https://us06web.zoom.us/j/83703251533?pwd=UDNDUWVRb1ZyeXUvM0xMUzdEZFZXZz09

Webinar ID: 837 0325 1533

Passcode: 874413

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.

Amended 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.

Planning Applications (Pages 3 - 6) 4.

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

5. Notification of Planning Appeal, 12 Early Road (Pages 7 - 8)

To receive a notification of Planning Appeal APP/D3125/D/21/3283707. Original application number 21/01662/HHD. Site address 12 Early Road, Witney. The appeal will be proceeding under the Householder Appeals Service, there is no opportunity for Witney Town Council to submit comments.

6. 20mph Speed Restrictions

At the meeting of the Policy, Governance & Finance Committee on 22 November it was resolved that the Town Council supported a town-wide 20mph speed restriction scheme with certain exemptions. The extent of the scheme and exemptions being delegated to the Climate, Biodiversity & Planning Committee.

7. Active Travel Update (Pages 9 - 28)

To consider the report of the Deputy Town Clerk.

Town Clerk

Agenda Item 4

Witney Town Council

Climate, Biodiversity & Planning 14.12.2021

4.1 WTC/207/21 Plot Ref :- 21/03705/HHD Type:-HOUSEHOL Date Received :- 18/11/2021 Applicant Name :- . Parish: NORTH Date Returned:-Location :- 8 CHESTNUT CLOSE Agent CHESTNUT CLOSE Proposals:-Alterations to include the erection of a two-storey side extension, part single and two storey rear extension and the installation of a bay window to front elevation, along with formation of an enlarged parking area with widened access and associated works. Observations: 4.2 WTC/208/21 Plot Ref :- 21/03662/FUL Type:-FULL Date Received :- 22/11/2021 Applicant Name:- . Parish: SOUTH Date Returned :-Location :- 190 COLWELL DRIVE Agent COLWELL DRIVE Proposals:-Construction of new dwelling with associated works and alterations to existing vehicular access. Observations :-4.3 WTC/209/21 Plot Ref :- 21/03708/S73 Type:-NON Applicant Name :- . Date Received :- 22/11/2021 Parish: SOUTH Date Returned:-Location: UNIT 1 CRANBROOK Agent COURT **AVENUE TWO** Non compliance of condition 2 of planning permssion 20/02066/FUL to allow alterations to the location of the exhaust stack. Observations :-Type:-FULL Plot Ref :- 21/03643/FUL 4.4 WTC/213/21 Applicant Name:- . Date Received :- 23/11/2021 Parish: SOUTH Date Returned :-Location: 46 MARKET SQUARE Agent MARKET SQUARE Proposals:-Demolition of existing outbuilding and rebuild to create a one and half storey three bedroom house with associated amenity area and two car parking spaces. Observations:-

WTC/214/21 Plot Ref :- 21/03644/LBC Type:-LISTED BUI 4.5 Applicant Name :- . Date Received :- 23/11/2021 Parish: SOUTH Date Returned:-Location :- 46 MARKET SQUARE Agent MARKET SQUARE Demolition of existing outbuilding and rebuild to create a one and Proposals:half storey three bedroom house with associated amenity area and two car parking spaces. Observations:-WTC/215/21 Plot Ref :- 21/03744/HHD 4.6 Type:-HOUSEHOL Applicant Name :- . Date Received :- 23/11/2021 Parish: EAST Date Returned:-Location :- 88 WOODSTOCK ROAD Agent WOODSTOCK ROAD Proposals:-Two Storey Side Extension & Replacement Porch. Removal of existing garage. Observations :-4.7 WTC/216/21 Plot Ref :- 21/03606/S73 Type :- VARIATION Applicant Name :-Date Received :- 23/11/2021 Parish:- EAST Date Returned:-Location: 32 JUDDS CLOSE Agent JUDDS CLOSE Proposals:-Variation of condition 2 of planning permission 18/00659/HHD to allow retrospective loft conversion as built. Observations :-4.8 WTC/217/21 Plot Ref :- 20/02654/OUT Type:-OUTLINE Applicant Name :- . Date Received :- 25/11/2021 Parish: EAST Date Returned:-Location :- LAND SOUTH EAST OF Agent **OXFORD HILL OXFORD HILL** Proposals:-Outline planning application (with all matters reserved except access) for the erection of up to 495 dwellings and a new Community Hub together with associated open space and green infrastructure. Observations :-4.9 WTC/218/21 Plot Ref :- 21/03716/FUL Type:-FULL Applicant Name :-Date Received :- 29/11/2021 Parish: WEST Date Returned:-Location :- (E) 432878 (N) 209265 Agent DOWNS RD **DOWNS ROAD** Residential development comprising of 61 dwellings (use class Proposals:-C3), new road infrastructure, landscaping and other associated infrastructure works. Observations:-

4.10 WTC/219/21 Plot Ref :- 21/03803/HHD Type :- HOUSEHOL Applicant Name :- . Date Received :- 29/11/2021 Parish: CENTRAL Date Returned:-Location :- 29 TOWER HILL Agent TOWER HILL Addition of a parapet wall to single storey rear extension. Alteration Proposals:to approved drawings under reference 18/03026/HHD. Observations :-4.11 WTC/220/21 Plot Ref :- 21/03797/HHD Type :- HOUSEHOL Date Received :- 30/11/2021 Applicant Name :- . Parish: WEST Date Returned:-Location: 44 BROADWAY CLOSE Agent **BROADWAY CLOSE** Proposals: Erection of a conservatory to rear elevation. Observations:-4.12 WTC/221/21 Plot Ref :- 21/03851/FUL Type:-FULL Date Received :- 06/12/2021 Applicant Name :- . Parish: WEST Date Returned:-Location :- 153 THORNEY LEYS Agent THORNEY LEYS Sub division of existing dwelling to create an additional dwelling together with associated works including alterations to existing access and parking facilities. Observations :-WTC/222/21 Plot Ref :- 21/03880/HHD 4.13 Type :- HOUSEHOL Applicant Name:- . Date Received :- 06/12/2021 Parish:- EAST Date Returned:-Location :- 81 NEWLAND MILL Agent **NEWLAND MILL** Proposals:-Single storey rear extension. Observations :-4.14 WTC/223/21 Plot Ref :- 21/03571/HHD Type:-HOUSEHOL Applicant Name :- . Date Received :- 06/12/2021 Parish: EAST Date Returned:-Location :- 11 OAKDALE LANE Agent **OAKDALE LANE** Proposals:-Construction of tiled outdoor hot tub with retaining walls (retrospective).

Observations:-

4 . 15 WTC/224/21 Plot Ref :- 21/03901/HHD Type :- HOUSEHOL

Applicant Name :- .

Parish :- NORTH

Date Received :- 06/12/2021

Date Returned :-

Location :- 5 SCHOFIELD AVENUE Agent

SCHOFIELD AVENUE

Proposals:- Single storey rear extension.

Observations:-

Elmfield

New Yatt Road. WITNEY, Oxfordshire, OX28 IPB

Tel: 01993 861000

WEST OXFORDSHIRE DISTRICT COUNCIL

Agenda Item 5

www.westoxon.gov.uk

Date: 9th November 2021 Our ref: 21/00020/APPEAL Please ask for: Chris Wood Telephone: 01993 861677

Email: chris.wood@westoxon.gov.uk

Dear Sir/Madam

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

Site Address: 12 Early Road Witney Oxfordshire

Description of Development: Ground floor rear extension to the kitchen to the existing rear edge

of the house and first floor rear extension (revised scheme)

Original Application Number: 21/01662/HHD

Mr Dan Coulson Appellant's name:

APP/D3125/D/21/3283707 Appeal Reference:

2.11.2021 Appeal Start Date:

Mr Dan Coulson 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 30th November 2021 quoting reference number APP/D3125/D/21/3283707.

Via email: west I@planninginspectorate.gov.uk

The Planning Inspectorate In writing (please send 3 copies):

> 3B Eagle Wing Temple Quay House 2 The Square

Bristol BSI 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/pcs) by searching under the appeal reference APP/D3125/D/21/3283707. 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

CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday, 14 December 2021

Title: Active Travel Update

Contact Officer: Deputy Town Clerk - Adam Clapton

Background

The purpose of this report is to update the Committee on several current schemes under way which aim to improve active travel routes across Witney. Discussions have already taken place within the Witney Traffic Advisory Committee on several of these initiatives.

The Town Council's Active Travel Infrastructure Plan 2020 is attached for information and to evaluate progress on the aspirations included therein.

Current Situation

20mph Speed Restrictions

Included as a separate agenda item to this committee.

Local Cycling & Walking Infrastructure Plan (LCWIP)

Members will be aware that Oxfordshire County Council is taking the lead on a plan for Witney with the input of local groups and organisations. Officers and Members of the Town Council are attending the meetings. The purpose and remit of the LCWIP (as set by OCC) is as follows:

- 1. The Witney LCWIP Steering Group ("the Group") is a partnership for holding discussions about walking and cycling in Witney and the development of the LCWIP. It is focussed on production of the Witney LCWIP by (a) community organisations focused on active travel and (b) officers at OCC responsible for active travel and local transport strategy.
- 2. The remit of the Group is to:
 - a. Work with OCC officers with the tasks and stages of developing the Witney LCWIP, including reviewing completed tasks and provide refinement where necessary throughout the development of the LCWIP
 - b. Provide local and/or specialist knowledge in the development of the Witney LCWIP
 - c. Consider, and represent, the needs of all walking and cycling users in development of the Witney LCWIP
- 3. The main objective of the Group is to advance the production of the Witney LCWIP in a swift and coherent way to help OCC meet its climate action, transport, environmental, health and economic objectives and ensure the walking and cycling needs of Witney residents and visitors both now and in the future are met.

The geographical scope and minutes of the first two meetings of the LCWIP are attached for information.

Community Speed watch

This initiative is currently with the Witney Traffic Advisory Committee and a task and finish group has been established to investigate its introduction and operation. The task and finish group consists of Cllr Andrew Coles (Chair of TAC), Cllr Joy Aitman, Cllr Ted Fenton, Cllr Mark Johnson and Chris Hulme (TVP) but a meeting has not yet taken place.

Several pilot areas for the scheme have been identified by Witney TAC and these would likely need to be extended due to the Town Council's decision to work with the County Council on introducing 20mph speed restrictions.

There is no Town Council funding towards equipment for the scheme, but Witney County Councillors have indicated there is scope for this from their Priority Funds.

School Streets

At the September meeting of Witney TAC residents of Church Green presented suggestions on how to improve pedestrian and cycle safety in the vicinity. County Council Officers have agreed to consider them ahead of the next meeting in January to see if they could be incorporated into the emerging LCWIP.

In addition, there were discussions on how this could interact with the wider areas of Corn Street and Market Place, but no resolution was made. This also ties in with the Town Council's response to the High Street Consultation prohibiting motor vehicles.

Safer Streets

At the Full Council meeting on 6th December the TVP representative advised funds had been secured for this scheme which would be put towards additional CCTV cameras in problematic areas of the town.

<u>High Street/Market Square – Prohibition of Motor Vehicles</u>

The Town Council considered this consultation at the meeting of 6th December and the response can be seen below:

Witney Town Council support the permanent prohibition of motor vehicles covering High Street and Market Square with the following exemptions: buses, taxis, vehicles loading/unloading and those displaying a valid blue badge. However, it would like to see its potential introduction managed better which includes effective and intuitive communications around the scheme, simple road markings and signage. It would ask that loading and unloading is made as easy as possible and that all ideas to help traders along this stretch are considered. The safety and air quality around the junction of Church Green, Corn Street & Market Square (including the area adjacent to the war memorial) needs to be considered as a priority— the conflict of all road users and pedestrians should be paramount, as listed in the Statement of Reasons, and the current barrier of planters does not conform with that outcome—signage and a change of road colouring may be more beneficial when entering the High Street.

The Town Council does not support the changing of existing 30-minute parking bays to 3 hour disabled parking places, as the proposals stand. This area is not currently suitable for disabled parking as they are against a wall and further thought needs to be given as to whether the spaces could be larger, have hatching all around or be slanted for ease of access.

As part of a wider aspiration, the Town Council would like to see a larger town centre development plan coming forward and requests that Market Square is made easier to close off for community use by the County Council.

A40 Corridor

Members have been sent the link concerning the County Council Planning Application for the corridor in early December which includes new bus lanes. Members should consider this in relation to any new active travel initiatives in Witney. Further details can be found here A40 improvements | Oxfordshire County Council Responses should be sent to A40 corridor@Oxfordshire.gov.uk

Witney Oxford Transport Group

The group presented their proposals for a railway between Carterton and Oxford to Witney Town Council on 29th November 2021.

The group believes this would provide an environmentally friendly, fast, reliable alternative to cars currently using the A40, which would result in residents walking to local stations. Considerations have also been given to biodiversity and potentially reducing the carbon footprint over time.

The scheme has been costed and the group is currently seeking Councils' support for 2 aspects of the scheme. The first is a feasibility study which they are in discussion with the County Council on and the second is investigation on a Land Value Capture Project. The hopes are that this project would provide funding for the project. There are hopes a station could be built south of the A40 and be tied in with housing there. However, this area is not designated as a strategic housing development in the District Council's Local Plan, so officers advised further discussion was needed at that level.

Environmental impact

There are no direct impacts to the Town Council as these schemes are being introduced through other authorities/organisations. The wider positive impact on Witney if the schemes are successfully incorporated are great.

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.

Financial implications

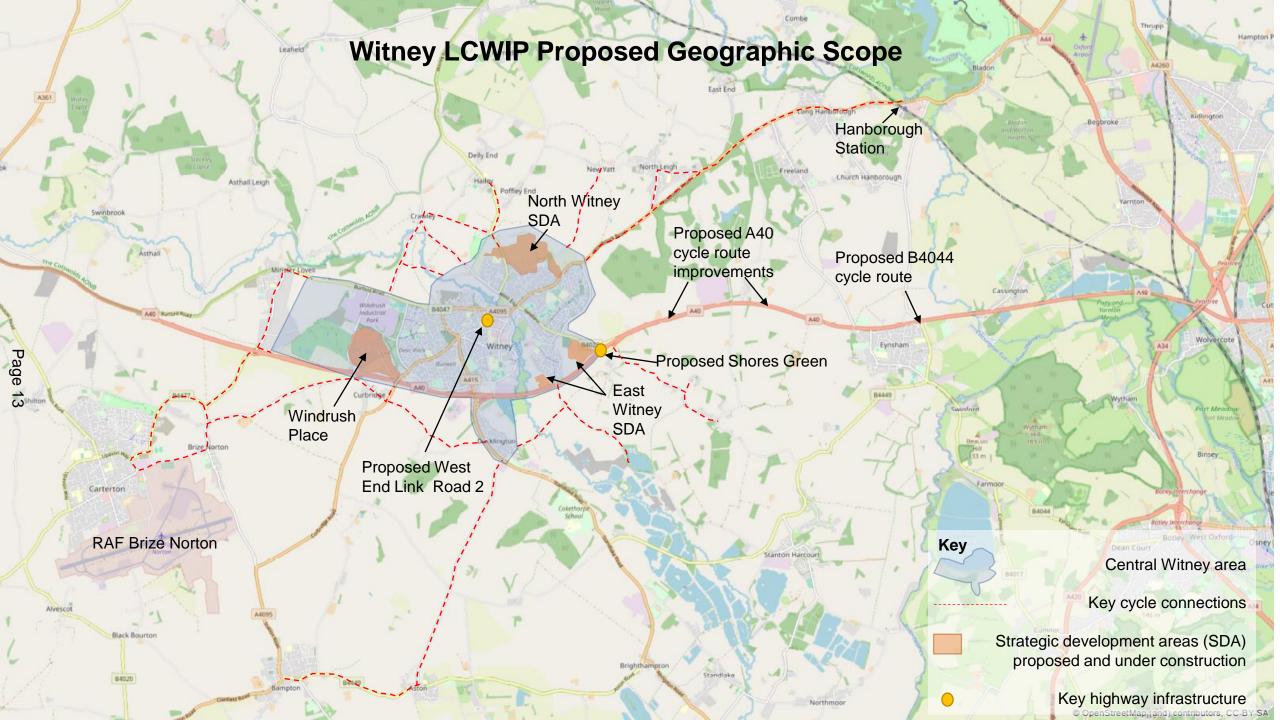
Described here or as stated in the report above.

Recommendations

Member are invited to note the report and consider the following:

1. Consider progress in achieving its aims in the Active Travel Infrastructure Plan 2020.





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Witney Active Travel Infrastructure Plan

Beyond 2020. (July 2020) Items on the Infrastructure Plan are thematic but not prioritised or ordered further in this document.

'We recognise this moment for what it is: a once in a generation opportunity to deliver a lasting transformative change in how we make short journeys in our towns and cities. According to the National Travel Survey, in 2017-18 over 40% of urban journeys were under 2 miles – perfectly suited to walking and cycling.

Active travel is affordable, delivers significant health benefits, has been shown to improve wellbeing, mitigates congestion, improves air quality and has no carbon emissions at the point of use. Towns and cities based around active travel will have happier and healthier citizens as well as lasting local economic benefits.

The government therefore expects local authorities to make significant changes to their road layouts to give more space to cyclists and pedestrians. Such changes will help embed altered behaviours and demonstrate the positive effects of active travel. I'm pleased to see that many authorities have already begun to do this, and I urge you all to consider how you can begin to make use of the tools in this guidance, to make sure you do what is necessary to ensure transport networks support recovery from the COVID-19 emergency and provide a lasting legacy of greener, safer transport.

Secretary of State for Transport 9 May 2020

	Measure	Witney Active Travel Infrastructure	Suggested Action/Witney Streets	Comment
		Improvements to Witney's exisitng network of cyclable routes.	High Street and Bridge Street between the two roundabouts, to create space for cycles alongside cars.	
			Bridge Street from Mill Street to Newlands.	
			Making one way streets contraflow for cyclists	
			Temporary or Experimental cycle lane from Windrush Place to the roundabout, leaving the shared pavement for pedestrians. The bridleway from Windrush Place is listed below.	
Page			Temporary or Experimental cycle lane along Thorney Leys road.	
le 25			Common path through Jacobs Mill is too narrow for effective social distancing Bridge should also be replaced with a wider one. There is a muddy footpath to the pedestrian crossing at Hyde Meadow View. Resurface to reduce pressure on Jacobs Mill route. River crossing could also be upgraded to level and sufficiently wide enough to enable cyclina. Path at back of The Dairy is too narrow in places for social distancing. Consider improving surface by old Boxing Club and cutting back vegetation to improve viable alternative route. Cycle lane on the road at Langdale Gate to connect the Langel Common route to the town centre.	
			Reopen access to the town centre through Unterhaching Park because Puck Lane is narrow and has high walls, unsuitable for social distancing.	
			Make the Common path at Hailey Road Roundabout cyclable for the first 30 metres, before widening across the meadow. The adjoining road is private and denies public access.	
			Residents at Windrush Place (near Curbridge) urgently need the bridleway through their estate to Deer Park road surfacing. It is impassable for all but recreational mountinbiking. This is also part of an off-road route for commuters from Carterton.	

Safe	Traffic reduction measures to improve road safety and air quality for people travelling on foot, by pedal bike, by mobility scooter, in wheelchairs, in pushchairs. (May include itroducing pedestrian and cycle zones: restricting access for motor vehicles at certain times (or at all times) to specific streets, or networks of streets, particularly town centres and high streets.)	Improve the pedestrian/cycle surface from Newland to Wood Green School, including Public Right of Way running from Madley Park to Wood Green School entrance on the Woodstock Road. Install removeable bollard by Wood Green School to prevent vehicular access which is dangerous for pedestrians (except for service vehicles). This is on 'agenda' but ownership needs to be established. Create one way system (apart from Buses) to allow motor venicles to migrate to the centre of road spaces and free up the camber either side. Again reducing convenience to traverse town, whilst retaining access and parking on the 'outskirts'. NB this would be a preferred global option which could have such an impact as to negate/reduce the need for other measures. Suspending parking bays on: - High Street at the Market Square	
		(except for taxi rank and disabled) Consider pedestrianising town centre (or just 'snips' of road so not 'easy access' thoroughfares) either at certain times/days or at all times. From Welch way roundabout up to Corn Street, for example and/or Nuffield health centre to traffic lights. Only permit disabled/delivery/emergency access. Consider taxi access too or 'call' in points from town outskirts Carry out Air Quality Impact Assessments to establish if results in	
v.		increased fumes from standing traffic	
Age Parki	Providing additional cycle parking facilities at key locations, such as outside stations and in high streets, to accommodate an increase in cycling, for example by repurposing parking bays to accommodate cycle racks.		
26		Behind the Methodist Church (they are open to this - this almost a scheme to be brought forward, as it was being planned by Suzanne Bartington and/or Laura Price)	
		Cycle racks needed at bus stops inbound to town	
		Cycle racks needed for shops on Corn Street	
		Cycle racks needed at Deer Park shops	
		Cycle racks needed at Fettiplace Road shops	
		Cycle racks needed at Sainsbury's	
		Cycle racks near all parks and sports facilities	
		Cycle racks needed for shops at the Bridge St end of High St.	
		Cycle racks needed at cemeteries	
		Cycle racks needed at Lidl and Mc Donald's	
		Cycle racks needed at the Parish Chruch, St Mary's	
Police		Cycle racks needed at the chruch end of The Leys Consider making provision of cycle racks a requirement for employers	
Polic Con: atior	ider times) to specific streets, or networks of streets, particularly town centres and high streets. This will enable	Consider making provision of cycle racks a requirement for employers with more than a certain number of employees if they have their own parking facilities	

OCC

Identifying and bringing forward permanent schemes already planned, for example under Local Cycling LCWIP for Witney in conjunction with OCC and WODC

20 mph	Reducing speed limits: 20mph speed limits are being more widely adopted as an appropriate speed limit for residential roads, and many through streets in built-up areas. 20mph limits alone will not be sufficient to meet the needs of active travel, but in association with other measures, reducing the speed limit can provide a more attractive and safer environment for walking and cycling.	20 mph blanket from all urban approaches to the town i.e. Cogges Hill Road, Woodstock Road, Burford Road at West Witney Sports and Social Club, Deer Park Road, Curbridge, Ducklington entrances into the town, to encompass all routes between residential estates and the town centre. A blanket 20 mph limit is easy to understand, advertise and provide signs for.
School Streets	Encouraging walking and cycling to school, for example through the introduction of more 'school streets'. Pioneered in London, these are areas around schools where motor traffic is restricted at pick-up and drop off times, during term-time. They can be effective in encouraging more walking and cycling, particularly where good facilities exist on routes to the school and where the parents, children and school are involved as part of the scheme development.	
		Henry Box (high school) on Church Green: suspension of parking on Church Green at school movement times/reallocate spaces so school approach and approach from West is clearer and safer
		Consider across Holloway Road, for example, and other residential roads in Witney where they could be easily facilitated at set times of the day/or set days. Play streets for areas with a high concentration of young children