

# Public Document Pack

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

Held on Tuesday, 30 March 2021

At 6.00 pm in the Virtual Meeting Room via Zoom

### Present:

Councillor R Smith (Chair)

Councillors:	A Prosser	M Jones
	J Aitman	A McMahon
	V Gwatkin	L Duncan (In place of L Ashbourne)
Officers:	Adam Clapton	Deputy Town Clerk
Others:	None.	

### P163 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs L Ashbourne and R Bolger. Cllr Aitman advised she would need to leave the meeting early.

### P164 DECLARATIONS OF INTEREST

Cllr A Prosser declared an interest in planning application WTC/039/21 as the address was in close proximity to his own.

### P165 TO ADOPT AND SIGN AS CORRECT THE MINUTES OF 26 JANUARY, 16 FEBRUARY & 9 MARCH 2021

#### **RESOLVED:**

That the minutes of the Climate, Biodiversity & Planning Committee meetings held on 26 January, 16 February and 9 March 2021 were a true and accurate record and should be signed by the Chair.

### P166 MATTERS ARISING FROM THE MINUTES OF 26 JANUARY, 16 FEBRUARY AND 9 MARCH 2021.

P95 – The Deputy Town Clerk advised that Oxfordshire County Council were no longer proceeding with Experimental Traffic Regulation Order to facilitate the introduction of a School Street for St Mary's Infant School in Witney. Other options for Henry Box and Tower Hill schools were being investigated.

P125 – In response to a member, the Deputy Town Clerk advised a response had been formulated by the Town Clerk to the County Council's Local Transport and Connectivity Plan Vision Consultation based on comments at the last meeting, which had been submitted before the deadline.

P167 **PUBLIC PARTICIPATION**

There were no members of the public present at the meeting.

P168 **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.

**Minute note: Due to comments made by a member of the public questioning the need for applicant names to be listed with planning applications on the Town Council's agenda, it was agreed outside of the meeting that applicant names should no longer be published for safeguarding purposes.**

**There is no legal requirement to advertise names as applications are considered on material planning concerns only. Officers would provide a separate list to members who should still declare non-pecuniary interests if the applicants were known to them.**

P169 **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.

*Cllr J Aitman left the meeting at 6.30pm.*

P170 **PAVEMENT LICENSE APPLICATION - 35 HIGH STREET, WITNEY**

The Committee received and considered a pavement licence application for 35 High Street, Witney.

Members were concerned that the attached drawings did not accurately depict the street scene and encroachment of the seating area onto the paved area could work against social distancing. There was, however, agreement that the applicant had successfully operated an outdoor area in this vicinity during the last summer which seemed to have worked well. There was a further concern regarding the positioning of advertising boards, which were questionable as advertising barriers were already being erected.

**RESOLVED:**

1. That Witney Town Council notes the Pavement Licence application; and,

2. Has no objections to the application providing it is for the same set-up previously used by the applicant. If not, it would like to ask that;
3. The seating area does not encroach on to the paved area. The drawing attached does not accurately depict the areas as the pavement narrows towards one end. The result of this encroachment would be a more constricted pedestrian area where social distancing will be much more difficult; and,
4. The Town Council would like to ensure that the advertising boards are not located to the front of the barriers and have confirmation that the double doors in the attached picture, effectively blocked off by the seating are not emergency doors.

**P171 STREET NAMING - 66 HIGH STREET, WITNEY**

The Committee received and considered a street naming suggestion for a development of flats and cottages at 66 High Street, Witney.

Members had no strong objections to the development being called Flats 1 – 5, Charlbury House, 66 High Street, Witney and the cottages being named 66A and 66B.

**RESOLVED:**

That Witney Town Council has no objections to the suggested naming of the development at 66 High Street, Witney.

**P172 CONSULTATION: WEST OXFORDSHIRE DISTRICT COUNCIL - AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT**

The Committee received notice of a public consultation on the revised draft Affordable Housing Supplementary Planning Document (SPD) by West Oxfordshire District Council.

Members agreed that due to the technicalities on the subject matter, they were not able to comment on the plans and would trust its implementation to the Planning Authority.

**RESOLVED:**

That the public consultation on the revised draft Affordable Housing Supplementary Planning Document (SPD) by West Oxfordshire District Council be noted.

**P173 NOTIFICATION OF PLANNING APPEAL - ASH CLOSE GLOUCESTER PLACE, WITNEY**

The Committee received notification of a planning appeal at Ash Close, Gloucester Place, Witney.

**RESOLVED:**

That the planning appeal notification for Ash Close, Gloucester Place be noted.

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The meeting closed at: 6.52 pm

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Chair

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Witney Town CouncilPlanning Minutes - 30 March 2021**P168 Planning Applications**

P168- 1 WTC/035/21 Plot Ref :-21/00281/HHD Type :- HOUSEHOLDE  
 Applicant Name :- LYEL, JACQUELINE Date Received :- 04/03/2021  
 Location :- 55 THE CROFTS Date Returned :- 30/03/2021  
 THE CROFTS  
 WITNEY  
 Proposal : Erection of a single storey rear extension.  
 Observations : Witney Town Council has no objections regarding this application.

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P168- 2 WTC/036/21 Plot Ref :-21/00387/HHD Type :- HOUSEHOLDE  
 Applicant Name :- MANSON, MR ADAM Date Received :- 09/03/2021  
 Location :- 59 COGGES HILL ROAD Date Returned :- 30/03/2021  
 COGGES HILL ROAD  
 WITNEY  
 Proposal : Erection of an enclosed porch.  
 Observations : Witney Town Council has no objections regarding this application.

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P168- 3 WTC/037/21 Plot Ref :-21/00667/FUL Type :- FULL  
 Applicant Name :- PIOTROWSKI, MR JAROSLAW Date Received :- 09/03/2021  
 Location :- 147 BURWELL DRIVE Date Returned :- 30/03/2021  
 BURWELL DRIVE  
 WITNEY  
 Proposal : Single and two storey extensions and the subdivision of dwelling to form two semi-detached dwellings and associated works.  
 Observations : While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.  
 The Council would also like to add that on-street parking is already a concern along this road, so would like assurance that the development will not exacerbate this problem.

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P168- 4 WTC/038/21 Plot Ref :-21/00434/HHD Type :- HOUSEHOLDE  
 Applicant Name :- YATES, MR & MRS I Date Received :- 11/03/2021  
 Location :- 103 NEWLAND MILL Date Returned :- 30/03/2021  
 NEWLAND MILL  
 WITNEY  
 Proposal : Removal of single storey rear extension and replacement with larger single storey extension to form family room.  
 Observations : Witney Town Council has no objections regarding this application.

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P168- 5 WTC/039/21 Plot Ref :-21/00739/HHD Type :- HOUSEHOLDE  
Applicant Name :- TILLSON, MR JOHN Date Received :- 11/03/2021  
Location :- 77 NEWLAND Date Returned :- 30/03/2021  
NEWLAND  
WITNEY

Proposal : Loft conversion to include insertion of front and rear dormer windows.

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

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P168- 6 WTC/040/21 Plot Ref :-21/00463/HHD Type :- HOUSEHOLDE  
Applicant Name :- PRINGLE, MR Date Received :- 15/03/2021  
Location :- 1 PUCK LANE Date Returned :- 30/03/2021  
PUCK LANE  
WITNEY

Proposal : Renovation works to include the erection of single storey extensions and changes to fenestration.

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

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P168- 7 WTC/041/21 Plot Ref :-21/00467/HHD Type :- HOUSEHOLDE  
Applicant Name :- FERREIRA, MRS Date Received :- 16/03/2021  
Location :- 1 DONNINGTON CLOSE Date Returned :- 30/03/2021  
DONNINGTON CLOSE  
WITNEY

Proposal : Erection of a single storey rear extension.

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

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P168- 8 WTC/042/21 Plot Ref :-21/00401/S73 Type :- DISCHARGE  
Applicant Name :- MORRIS, CHRISTOPHER Date Received :- 16/03/2021  
Location :- 4A DUCKLINGTON LANE Date Returned :- 30/03/2021  
DUCKLINGTON LANE  
WITNEY

Proposal : Removal of conditions 6 and 7 (relating to access) and condition 9 (relating to the remedial scheme) of planning permission 16/01530/FUL (Retrospective). Remove condition 7 - vehicular accesses, driveways etc was completed in accordance with details that have been submitted and approved prior to occupancy however it was not formally signed off prior to occupancy. Remove condition 9 - No remediation scheme was required as confirmed by Phase 2 report and Environmental health email confirmation.

Observations : Witney Town Council is not in a position to comment on this application due to its technical and historical context.

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P168- 9 WTC/043/21 Plot Ref :-21/00486/HHD Type :- HOUSEHOLDE  
Applicant Name :- HARRIS, SHAUN Date Received :- 16/03/2021  
Location :- 41 NEW YATT ROAD Date Returned :- 30/03/2021  
NEW YATT ROAD  
WITNEY

Proposal : Erection of a two storey rear extension.

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

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P168- 10 WTC/044/21 Plot Ref :-21/00565/FUL Type :- FULL  
Applicant Name :- DIRECTOR/SECRETARY Date Received :- 23/03/2021  
Location :- 2A WINDRUSH VALLEY ROAD Date Returned :- 30/03/2021  
WINDRUSH VALLEY ROAD  
WITNEY

Proposal : Change of use of workshop yard and associated buildings (Use Class B1) to community bus yard with associated office and storage (Sui Generis Use).

Observations : Witney Town Council grant funds the Community Bus and therefore welcomes this application. As such there is no formal comment on the material planning considerations.

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P168- 11 WTC/045/21 Plot Ref :-21/00491/HHD Type :- HOUSEHOLDE  
Applicant Name :- UPTON, MR Date Received :- 15/03/2021  
Location :- 15 CORNDELL GARDENS Date Returned :- 30/03/2021  
CORNDELL GARDENS  
WITNEY

Proposal : Erection of single storey extension and conversion of attic space to create extra living space with the insertion of a dormer window to rear elevation.

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

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The Meeting closed at : 6.52pm

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

On behalf of :- Witney Town Council

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