

Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



Tuesday, 30th March, 2021 at 6.00 pm

To members of the Climate, Biodiversity & Planning Committee - R Smith, A Prosser, J Aitman, L Ashbourne, R Bolger, V Gwatkin, M Jones and A McMahan (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.

Admission to this meeting will be online by virtue of The Local Authorities & Police & Crime Panels (Coronavirus)(Flexibility of Local Authority & Police & Crime Panels Meetings)(England & Wales) Regulations 2020.

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 Deputy Town Clerk (adam.clapton@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. Minutes (Pages 3 - 24)

To receive the minutes of the Climate, Biodiversity & Planning Committee meetings held on 26 January, 16 February and 9 March 2021.

- a) To adopt and sign as correct the minutes of 26 January, 16 February & 9 March 2021

b) Matters arising from the minutes of 26 January, 16 February and 9 March 2021.

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. **Planning Applications** (Pages 25 - 28)

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

6. **Planning Decisions** (Pages 29 - 30)

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

7. **Pavement License Application - 35 High Street, Witney** (Pages 31 - 42)

To receive and consider a Pavement License application for 35 High Street.

8. **Street Naming - 66 High Street, Witney** (Pages 43 - 48)

To receive and consider a street naming request for a development at 66 High Street, Witney.

9. **Consultation: West Oxfordshire District Council - Affordable Housing Supplementary Planning Document** (Pages 49 - 50)

To receive notification on the publication of West Oxfordshire District Council's revised draft Affordable Housing Supplementary Planning Document (SPD), and to formulate a response on behalf of the Town Council if appropriate.

10. **Notification of Planning Appeal - Ash Close Gloucester Place, Witney** (Pages 51 - 52)

To receive notification of planning appeal APP/D3125/W/21/3266509 – Ash Close, Gloucester Place, Witney.



Town Clerk

Agenda Item 3

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

Held on Tuesday, 26 January 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
	L Ashbourne	
Officers:	Adam Clapton	Office Manager
	Angus Whitburn	Compliance and Environment Officer
Others:	1 member of the public.	

P45 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr R Bolger and Cllr V Gwatkin.

P46 DECLARATIONS OF INTEREST

Cllr R Smith declared a non-pecuniary interest in agenda items 7, 12 and 13 as some of the proposals, in part were near to where she lived.

P47 PUBLIC PARTICIPATION

No members of the public present wished to speak on any item at the meeting.

P48 MINUTES

The Committee received and considered the minutes of the Climate, Biodiversity and Planning Committee meetings held on 24 November 2020, 15 December 2020 and 5 January 2021.

RESOLVED:

That the minutes of the Climate, Biodiversity and Planning Committee meetings held on 24 November 2020, 15 December 2020 and 5 January 2021 be agreed as a correct record and signed by the Chair.

With the express permission of the Chair, agenda items 7, 12 and 13 were grouped together and brought up the agenda so the member of public attending could hear the discussion.

P49 **EAST WITNEY STRATEGIC DEVELOPMENT - CYCLE AND FOOTPATH CONNECTIVITY AFFECTING LAND AT ETON CLOSE PLAY AREA, MANOR ROAD/COGGES HILL ROAD, OXLEASE AND THE COUNTRY PARK'**

The committee received and considered correspondence from West Oxfordshire District Council, asking if the Town Council agreed to the use of several areas under its ownership to facilitate new cycle and footpath connectivity from the Witney East Development at Cogges.

Members welcomed this request and discussed the merits of each proposed area while offering several further suggestions for consideration.

RECOMMENDED:

As an enthusiastic advocate of active travel, Witney Town Council supports the addition of better cycle and footpaths from the Witney East Development. It therefore agrees that they may cross land in its ownership, providing the costs are covered by the developer, and the following points are taken into consideration for each of the four areas consulted on;

1. Eton Close Play Area – the Town Council welcomes this proposal and asks that the path be kept near the housing side of the site to avoid infringement onto sports pitches and requests that it is a suitable width to allow shared foot and cycle use. The natural drainage in this area during the winter can be problematic so the Town Council also asks that the surface, while remaining similar to the existing Cogges network, is suitable and the best quality for this environment. The current gate system onto Eton Close would need to be re-modelled for continued access, safety and provide an opening for the cycle users.
2. Manor Road/Cogges Hill Road – the Town Council welcomes this suggestion and considers it to be a sensible continuation of the current connectivity to facilitate safer and greener travel.
3. Country Park – the Town Council supports a scheme across its land here and has lobbied for a controlled crossing at Farm Mill Lane, to facilitate onward travel to Henry Box School and the Leys for some time. The unlabelled dotted line on the proposal map would have less of an impact on the park itself and could also use the newly built bridge near to Farm Mill Lane.

The Town Council would also support a route further south, possibly across the disused railway bridge, to join up and take people to Witney Lake, Station Lane Industrial estates and supermarkets beyond.

4. Wadards Meadow/Oxlease Open Space – The Town Council's welcomes a route here as part of the wider active travel scheme and its preferred option would be to have a cycle/footpath along the existing southern side path from east to west, going around the corner along the tree line and joining the main cycle path behind Blake C of E Primary School, and on towards Cogges Manor Farm.
5. That these comments be passed to the Policy, Governance and Finance Committee for agreement on behalf of the Council, and then forwarded to West Oxfordshire District Council by way of response to the request.

P50 **CONSULTATION FROM OXFORDSHIRE COUNTY COUNCIL - WITNEY ACTIVE TRAVEL SCHEME**

The Committee received and considered consultation documents from Oxfordshire County Council concerning an active travel corridor route between Tower Hill and Madley Park, Witney.

As enthusiastic supporters of active travel, members welcomed this report and were pleased that previous suggestions and lobbying on this issue had been heard.

Overall, the committee felt the plans could have been more wide-ranging but understood that these were limited, short term measures that had to be implemented relatively quickly due to funding timescales. The proposals encompassed a raft of modifications, including reduced speed limits, shared pavements, extra crossings and new cycle paths along the whole route which, it was agreed would improve safety and make a difference in this part of Witney.

The members discussed at length the varying sections of the corridor and provided comments on each area which forms part of the Council's response below.

RESOLVED:

1. That Witney Town Council welcomes this consultation on an active travel corridor from East to West Witney and acknowledges the timescales involved in implementing the measures. It would like to make the following observations concerning each section.

Tower Hill – Corn Street

The Town Council accepts the positive moves here overall and acknowledges that nothing will be perfect; it is regrettable but likely necessary to lose parking spaces to achieve the cycle lanes. The Town Council supports the measures to reduce traffic into Holloway Road, the addition of a controlled crossing near to Marlborough Lane, the 20mph scheme, the central line in the hope of making vehicle users drive safely, and the cycle and bus lane at the start of Corn Street. After discussion on the merits of the build outs and the way they contribute to pedestrian safety, it agreed that ultimately, there simply needs to be enough space for the scheme here to be successful and safe.

There may be some future merit in extending the one-way system in Corn Street and improving the crossings to assist cyclists at the five ways roundabout.

Corn Street – Langel Common

Witney Town Council supports the proposals in this section of the corridor and accepts they marginally improve what is currently in place. It would however ask that consideration is given to extending the 20mph zones on the approach to the crossing on Witan Way to improve safety and ask that the crossing itself is modified for cyclists, so they do not need to dismount. An improved long-term solution for travel from Witan Way to Corn Street would be welcomed.

Church Lane - Oxford Hill – Madley Park

The Town Council welcomes the inclusion of a toucan crossing at Oxford Hill, the upgrading of gravel tracks to laid foot/cycle paths and the increased lighting in certain stretches of this section.

Consideration should be given to a 20mph zone in the vicinity of King George's Field to Judd's Close as this stretch of road is well-used route for Wood Green School students. The route is likely to become used even further with the development in east Witney. There would also be some benefit in bringing the cycle crossing point to as near as possible to Church Lane it would almost be straight across the road. The Town Council also feels that priority for lighting needs to be by the allotment gardens, between the bridges for night-time security as the footpath away from buildings near the wooded area will not be as safe, even if lit.

2. That these comments be forwarded to Oxfordshire County Council in response to the Witney Active Travel Scheme Consultation.

P51 **OXFORDSHIRE COUNTY COUNCIL CONSULTATION – VARIOUS ROADS (WITNEY) PROPOSED 20MPH SPEED LIMIT & ACTIVE TRAVEL MEASURES**

The Committee received and considered consultation documents from Oxfordshire County Council proposing 20mph zones and active travel measures in Witney.

Members welcomed these proposals but noted some obvious absences in the scheme which would have been beneficial. The Committee did, however, understand that the additions were the roads most shared by vehicles and cyclists and the funds for the scheme had to be spent quickly. Members were also mindful that areas such as Bridge Street, Mill Street and Tower Hill were too narrow to have any major works carried out in a short time-frame available, but this should not deter more ambitious future plans. In conclusion it was agreed that vast swathes of the town, including the centre were included in the proposals, which was a large-scale change and improvement on what was already in place.

RESOLVED:

1. That Witney Town Council welcomes the proposals for 20mph speed limits and active travel measures by Oxfordshire County Council. It looks forward to seeing more ambitious plans as the project progresses and asks that further consideration is given to extending the 20mph speed limits into Oxford Hill and Witan Way. This would improve safety for cyclists and pedestrians in those areas and compliment the active travel, east to west corridor.
2. That these comments be forwarded to Oxfordshire County Council in response to the consultation.

Cllr A McMahon left the meeting at 7pm

P52 **PLANNING DECISIONS**

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

RESOLVED:

The Committee noted the planning decisions and were interested in the decision for WTC/109/20 which appeared to have been refused due to its modern design, contrary to the Town Council's response.

P53 **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.

P54 **CONSULTATION FROM OXFORDSHIRE COUNTY COUNCIL– VARIOUS ROADS (CHERWELL & WEST) AND (OXFORD CITY) PROPOSED DISABLED PERSONS PARKING PLACES**

Members received and considered a consultation from Oxfordshire County Council on proposed disabled persons parking places at Ashcombe Close and Woodgreen, Witney.

RESOLVED:

That Witney Town Council welcomes and supports the proposed disabled persons parking places in Witney.

P55 **COMMUNICATION FROM OXFORDSHIRE COUNTY COUNCIL - LOCAL CLIMATE INITIATIVES**

The Committee received and considered a communication from Oxfordshire County Council regarding local climate initiatives.

The Chair noted that Zero Carbon targets were broadly the same as the Town Councils, with a date of 2050 set for the whole of Oxfordshire. The committee discussed initiatives concerning the piloting of community, wind and solar power, as well as a county-wide policy on electric vehicle charging in public car parks. The committee agreed that the Town Council should be considering how best to work collaboratively with the County Council on achieving these aims, possibly allowing use of the car parks in the Council's estate in the future.

RESOLVED: that the communication from Oxfordshire County Council be noted.

P56 **COMMUNITY ORCHARD**

The committee received and considered the report of the Compliance & Environment Officer which was in response to a resident request for the planting of a Community Orchard.

Members agreed that since initial discussions on tree planting in 2019, the Town Council had developed a more measured approach to the positioning of new trees; land at the Country Park was no longer considered appropriate following consultation with the Wychwood Project. There was agreement that this idea should be explored further to determine available and appropriate Council-owned land and funding. Pieces of land at Farmers Close, Cogges and Park Road were suggested as possible locations and there was support from members that if pursued, it should be near to a school so children would be able to learn from the environment as these projects are more successful with involvement from the local community who effectively take ownership of it.

RECOMMENDED:

1. That Witney Town Council supports the provision of a Community Orchard in principle and asks that it be incorporated into the Town Councils Open Spaces Strategy discussions; and following the outcome of these,
2. That the project be referred to the Councils Stronger Communities Committee for consideration as a community initiative, paying particular attention to the siting of trees which is covered by that committee.

P57 **SUSPENSION OF STANDING ORDER NO 48(A)**

RESOLVED:

That Standing Order 48 (a) be suspended to allow the meeting to continue as it had now passed two hours in length.

P58 **FLOODING**

The committee received a verbal update from the Chair who advised that the flooding which occurred in the town over the Christmas period had shown shortcomings in the response for those affected. The worst hit areas were Central, North and East Witney but surface water from other wards feed directly into the river catchment area, so it was an issue for the whole town.

There was discussion on what had caused the floods, with many facts unknown but climate change and development in the catchment areas had not helped. Members were also concerned that lessons had not been learned following the floods in 2007 and there needed to be a comprehensive report or public enquiry to establish the facts. If this was not forthcoming, the committee agreed that it should be requested by the Town Council.

Once a report was published the Town Council would be in a better position to see if there was anything else it could do or suggest in gaps, engineering or in lobbying the District Council and other authorities on measures and planning policy changes.

As a Town Council, without remit for flooding or water courses and as a consultee on planning applications only, it was difficult to envisage what else could practically be done to help alleviate flood risks other than by scrutinising applications, such as the Witney North development and others. There was agreement that future application observations, particularly in the affected areas should ask for mitigation from the loss of drainage land. The Committee also agreed that it should note strategic features that helped during the flooding and ensure thought is given to emergency vehicle access in the future.

Members also noted that an emergency planning response had been debated by the Stronger Communities Committee and this would help signpost residents in the future.

RESOLVED:

1. That Witney Town Council waits for the West Oxfordshire District Council report into flooding in Witney on 24th and 25th December 2020 before deciding on a practical strategy in relation to flooding; and in the meantime,

2. That Witney Town Council notes the loss of permeable drainage ground in future consultee planning application responses where it considers the need for surface water flooding mitigation is required; and,
3. That the Town Council considers practical local knowledge in relation to future planning applications, such as access for emergency services in the event of flooding; and,
4. That Witney Town Council recognises and notes the key features such as walls in flooded areas which may have helped alleviate its seriousness, and which should be protected from future development.

The meeting closed at: 8.15 pm

Chair

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Witney Town Council

Planning Minutes - 26 January 2021

P63

P63- 1 WTC/008/21 Plot Ref :-20/03426/HHD Type :- HOUSEHOLDE
Applicant Name :- FLETCHER, MR S Date Received :- 12/01/2021
Location :- 3 BATHING PLACE LANE Date Returned :- 29/01/2021
BATHING PLACE LANE
WITNEY
Proposal : Single storey extension on non-street-facing facade to provide additional living space.
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.

P63- 2 WTC/009/21 Plot Ref :-20/03481/HHD Type :- HOUSEHOLDE
Applicant Name :- ANDREWS, MR P Date Received :- 19/01/2021
Location :- 7 WOODGREEN Date Returned :- 29/01/2021
WOODGREEN
WITNEY
Proposal : Removal of existing annexe building and replace with timber framed shed, erection of detached garden office, partial rebuilding of rear boundary wall to include formation of pedestrian access through and installation of wrought iron gates. provision of courtyard parking and associated landscaping 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 caused by the erection of the office, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

P63- 3 WTC/010/21 Plot Ref :-20/03482/LBC Type :- LISTED BUI
Applicant Name :- ANDREWS, MR P Date Received :- 19/01/2021
Location :- 7 WOODGREEN Date Returned :- 29/01/2021
WOODGREEN
WITNEY
Proposal : Iterations to repair and partially rebuild existing rear boundary walling to include formation of pedestrian access through and installation of wrought iron gates.
Observations : Witney Town Council objects to this application as it is not clear whether permission has been agreed with the neighbouring property.

P63- 4 WTC/011/21 Plot Ref :-20/03446/HHD Type :- HOUSEHOLDE
Applicant Name :- NEWTON, MR AND MRS Date Received :- 19/01/2021
Location :- 35 FARMERS CLOSE Date Returned :- 29/01/2021
FARMERS CLOSE
WITNEY

Proposal : Single storey side extension and re roofing of garage.

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.

P63- 5 WTC/012/21 Plot Ref :-21/00101/HHD Type :- HOUSEHOLDE

Applicant Name :- NEWPORT, MR AND MRS Date Received :- 19/01/2021

Location :- 112 THE CROFTS Date Returned :- 29/01/2021
THE CROFTS
WITNEY

Proposal : Erection of single and two storey rear extension.

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

P63- 6 WTC/013/21 Plot Ref :-20/03530/HHD Type :- HOUSEHOLDE

Applicant Name :- DYMOND, MR WES Date Received :- 19/01/2021

Location :- 19 HERON DRIVE Date Returned :- 29/01/2021
HERON DRIVE
WITNEY

Proposal : Single storey side extension

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.

P63- 7 WTC/014/21 Plot Ref :-20/03565/HHD Type :- HOUSEHOLDE

Applicant Name :- DIZIKOWSKI, MR ADRIAN Date Received :- 19/01/2021

Location :- 21 COGGES HILL ROAD Date Returned :- 29/01/2021
COGGES HILL ROAD
WITNEY

Proposal : Two storey front extension.

Observations : Witney Town Council objects to this application as a precedent would be set, which would dramatically alter the street scene. The loss of off private car park spaces would also result in on street parking in the road.

The Meeting closed at : 8.15pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

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

Held on Tuesday, 16 February 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
	L Ashbourne	L Duncan (In place of V Gwatkin)
Officers:	Adam Clapton	Office Manager
Others:	no members of the public.	

P90 APOLOGIES

Apologies for absence were received from Cllr R Bolger and Cllr V Gwatkin.

P91 DECLARATIONS OF INTEREST

Cllr M Jones declared a non-pecuniary interest concerning planning application WTC/018/21 as the applicants were known to her.

Cllr R Smith declared a non-pecuniary interest concerning agenda item 6 as an employee of Henry Box School, which it was hoped would be linked to this scheme.

P92 PUBLIC PARTICIPATION.

There were no members of public present.

P93 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.

P94 **LICENSING APPLICATION CONSULTATION W/21/00053/PRMA - 53 MARKET SQUARE, WITNEY**

The Committee received and considered a new premises licence application from T & C Kitchens, 56 Market Square, Witney.

RESOLVED: that Witney Town Council has no objection to this application.

P95 **OXFORDSHIRE COUNTY COUNCIL: INITIAL CONSULTATION – BICESTER, OXFORD & WITNEY - PROPOSED SCHOOL STREETS**

The committee received and considered consultation documents from Oxfordshire County Council proposing the introduction of a 'School Street' at Church Green, Witney.

Members were whole-heartedly supportive of this proposal and were hopeful this would be welcomed by the residents as it would result in less parking and damage to the grass verge. It would also make school travel safer for children who attend St Mary's C of E Infant School. The committee questioned whether the Farmhouse Nursery on this stretch of Church Green had also been consulted and wondered whether Henry Box School could be included in the experimental traffic regulation order.

RESOLVED:

1. That Witney Town Council supports the proposal by Oxfordshire County Council to introduce Experimental Traffic Regulation Orders (ETRO's) to facilitate the introduction of School Streets at Church Green Witney. This scheme supports the Town Council's vision of providing a safe route for children to attend school across the town, and;
2. That Witney Town Council asks if the Farmhouse Nursery and Henry Box School have been consulted on this proposal, it is understood that Henry Box School is considering this initiative. A joint ETRO may be beneficial, and;
3. That these comments be forwarded to Oxfordshire County Council in response to the School Streets Initial Consultation.

The meeting closed at: 6.53 pm

Chair

Witney Town Council

Planning Minutes - 16 February 2021

P93

P93- 1 WTC/015/21 Plot Ref :-20/03577/FUL Type :- FULL
Applicant Name :- WITNEY BUTTERCROSS SCOUT GROUP Date Received :- 22/01/2021
Location :- THE OLD COACH HOUSE Date Returned :- 17/02/2021
MARLBOROUGH LANE
WITNEY
Proposal : Erection of a side extension and first floor rear extensions.
Observations : Witney Town Council welcomes this application and looks forward to the completed upgrade, subject to an updated bat and bird survey as requested by the Biodiversity Officer.

P93- 2 WTC/018/21 Plot Ref :-20/03531/FUL Type :- FULL
Applicant Name :- WINSTONE, MR A & DUNSTONE, MS Date Received :- 22/01/2021
Location :- WITNEY HOTEL, 7 CHURCH GREEN Date Returned :- 17/02/2021
7 CHURCH GREEN
WITNEY
Proposal : Change of use from hotel (C1) to part HMO and part short term holiday let.
Observations : Witney Town Council does not object to change of use from a hotel to part short term holiday let but does object to the part change to a HMO. The proposal as it is still results in the loss of a hotel and it does not take into account the previous comments from the Planning Policy Officer. It conflicts with the overall aims of Policies WIT5, E4 and E6 of the Local Plan as well as the overall objectives of the NPPF, by resulting in the loss of a visitor facility in a central, accessible and sustainable, mixed-use location on the fringe of the Town Centre.

P93- 3 WTC/019/21 Plot Ref :-21/00279/HHD Type :- HOUSEHOLDE
Applicant Name :- HICKMAN, MRS SYLVIA Date Received :- 29/01/2021
Location :- 5 SWINGBURN PLACE Date Returned :- 17/02/2021
SWINGBURN PLACE
WITNEY
Proposal : Erection of a single storey side extension along with conversion of garage.
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.

P93- 4 WTC/020/21 Plot Ref :-21/00003/HHD Type :- HOUSEHOLDE
Applicant Name :- CLARK, JAMES Date Received :- 29/01/2021
Location :- 34 CAMPION WAY Date Returned :- 17/02/2021
CAMPION WAY
WITNEY

Proposal : Erection of single storey side extension.

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.

Proposal : Erection of single storey side extension.

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.

P93- 5 WTC/022/21 Plot Ref :-21/00005/HHD Type :- HOUSEHOLDE
Applicant Name :- LONGDEN, MR JONATHAN Date Received :- 05/02/2021
Location :- 16 CHURCH GREEN Date Returned :- 17/02/2021
CHURCH GREEN
WITNEY

Proposal : Alterations to include the conversion of an existing outside toilet to an internal toilet with shower and insertion of a window at first floor level (retrospective).

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

P93- 6 WTC/023/21 Plot Ref :-21/00006/LBC Type :- LISTED BUI
Applicant Name :- LONGDEN, MR JAMES Date Received :- 05/02/2021
Location :- 16 CHURCH GREEN Date Returned :- 17/02/2021
CHURCH GREEN
WITNEY

Proposal : Internal and external alterations to convert an existing outside toilet to an internal toilet with shower, formation of an opening at ground floor for a door and insertion of a 1st floor window (retrospective).

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

P93- 7 WTC/024/21 Plot Ref :-21/00130/HHD Type :- HOUSEHOLDE
Applicant Name :- GATES, MR SIMON Date Received :- 09/02/2021
Location :- 21 CURBRIDGE ROAD Date Returned :- 17/02/2021
CURBRIDGE ROAD
WITNEY

Proposal : Conversion of loft space to create extra living space with the addition of a dormer window to the front and rear.

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

The Meeting closed at : _____

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

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

Held on Tuesday, 9 March 2021

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor R Smith (Chair)

Councillors:	A Prosser	V Gwatkin
	J Aitman	M Jones
	L Ashbourne	A McMahan
Officers:	Sharon Groth	Town Clerk
Others:	1 member of the public.	

P121 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr R Bolger.

P122 DECLARATIONS OF INTEREST

There were no interests declared by members at the meeting.

P123 PUBLIC PARTICIPATION

The Committee adjourned for this item.

A member of the public addressed the Committee on agenda item 6, request to purchase Town Council land adjacent to 67 Thorney Leys, Witney,

The Committee reconvened following public participation.

P124 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.

P125 WITNEY TRAFFIC ADVISORY COMMITTEE MINUTES

The Committee received the minutes of the Witney Traffic Advisory Committee meeting held on 12 January 2021.

Members discussed the items debated at the meeting and enquired on the progress of talks on the issues raised, particularly in relation to the bus service at West Witney.

RESOLVED:

1. That the minutes of the Witney Traffic advisory Committee meeting held on 12 January 2021 be noted; and,
2. That Officers enquire on the progress of talks between Oxfordshire County Council and the Parish Transport Representative regarding a bus service at West Witney.

P126 REQUEST TO PURCHASE TOWN COUNCIL LAND - 67 THORNEY LEYS

The Committee received and considered the report of the Operations & Estates Advisor regarding a request by a resident to purchase land at the rear of 67 Thorney Leys, Witney.

Members were concerned of the impact on biodiversity in this area should the land be incorporated into a garden and highlighted the value of this green corridor along the edge of a busy road in the town. The Committee, although understanding of the request, could not agree for the land to be sold as it worked against the climate initiatives of the Council.

RESOLVED:

1. That the report be noted; and,
2. That the request to purchase land at the rear of 67 Thorney Leys, Witney be refused for the reasons listed above.

P127 SALT CROSS GARDEN VILLAGE AREA ACTION PLAN (AAP)

The Committee received and considered the Salt Cross Garden Village Area Action Plan from West Oxfordshire District Council.

RESOLVED:

That the Salt Cross Garden Village Area Action Plan (AAP) be noted.

P128 OXFORDSHIRE COUNTY COUNCIL LOCAL TRANSPORT AND CONNECTIVITY PLAN - VISION CONSULTATION

The Committee received consultation documents from Oxfordshire County Council concerning a Local Transport & Connectivity Plan.

This was a key document which would shape the County's plans until 2050 and members agreed the Town Council should offer a comprehensive response on behalf of Witney, as a service centre and largest town in the west of the County.

RESOLVED:

That the Town Clerk formulates and submits a response on behalf of the Council based on the comments made at the meeting.

P129 NEW STREET NAME - ACCESS ROAD FOR NEW SCHOOL - WEST WITNEY

The committee received and considered a request to name a new school access road at the West Witney development.

Members felt that the suggestions of School Road and School Lane were too generic and an alternative suggestion by the River Learning Trust of River Road did not fit in with the development's naming style.

The Committee suggested an alternative name of Isabelle Spencer Way. Isabelle Spencer was a key figure within education in Witney from 1946 teaching and becoming the School Mistress/Deputy Head at Henry Box. She bequeathed a considerable amount of money to continue to support young people and education via the Witney Educational Foundation. The committee also thought it was in keeping with the other road names in the vicinity – Alice Batt and Mary Box.

RESOLVED:

1. That the Street naming request at Windrush Place be noted; and,
2. That Witney Town Council suggests the alternative name of 'Isabelle Spencer Way'; and,
3. That this suggestion be forwarded to the Address management Office at West Oxfordshire District Council for consideration.

The meeting closed at: 7.26 pm

Chair

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Witney Town Council

Planning Minutes - 9 March 2021

124 Planning Applications

124- 1 WTC/025/21 Plot Ref :-21/00193/FUL Type :- FULL
Applicant Name :- DAVIS, GEMMA Date Received :- 22/02/2021
Location :- WITNEY COMMUNITY HOSPITAL Date Returned :- 09/03/2021
WELCH WAY
WITNEY

Proposal : Siting of a temporary modular building (retrospective).

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

124- 2 WTC/026/21 Plot Ref :-21/00247/HHD Type :- HOUSEHOLDE
Applicant Name :- DEAN, MR Date Received :- 23/02/2021
Location :- BEECH HOUSE, 5 WOODSTOCK Date Returned :- 09/03/2021
ROAD
WOODSTOCK ROAD
WITNEY

Proposal : Construction of new carport attached to existing garage.

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

124- 3 WTC/027/21 Plot Ref :-21/00236/HHD Type :- HOUSEHOLDE
Applicant Name :- SMITH, MR AND MRS Date Received :- 23/02/2021
Location :- 14 TETBURY DRIVE Date Returned :- 09/03/2021
TETBURY DRIVE
WITNEY

Proposal : Replace existing conservatory with new single storey rear extension, construction of new front entrance porch and conversion of loft to provide additional bedrooms and shower room.

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

124- 4 WTC/028/21 Plot Ref :-21/00033/HHD Type :- HOUSEHOLDE
Applicant Name :- JONES, MRS SARAH Date Received :- 23/02/2021
Location :- 12 THE CRESCENT Date Returned :- 09/03/2021
THE CRESCENT
WITNEY

Proposal : Erection of a single storey flat rear extension.

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

124- 5	WTC/029/21	Plot Ref :-21/00028/FUL	Type :-	FULL
	Applicant Name :-	DURICI, MR CHRIS	Date Received :-	23/02/2021
	Location :-	2 SPRINGFIELD PARK SPRINGFIELD PARK WITNEY	Date Returned :-	15/03/2021
	Proposal :	Construction of detached dwelling and formation of new access onto Burford Road.		
	Observations :	Witney Town Council does not object to this planning application in terms of material concerns, however it supports the condition of the District Council's Drainage Engineer, 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. Witney Town Council also has safety concerns with the access onto the main road - and would request that comments are sought from Oxfordshire County Council Highways.		
124- 6	WTC/030/21	Plot Ref :-21/00179/FUL	Type :-	FULL
	Applicant Name :-	DOMINIKOWSKI, MR K	Date Received :-	01/03/2021
	Location :-	35 TAPHOUSE AVENUE TAPHOUSE AVENUE OXON	Date Returned :-	15/03/2021
	Proposal :	Conversion of existing garden outbuilding to create self contained living accommodation.		
	Observations :	Witney Town Council objects to this planning application as it concerns regarding the number of people living in the dwelling already, as the HMO register is not up to date on the WODC website. It considers that this would be a loss of storage space for the property. It would also put pressure on residential parking in the cul-de-sac. There is no information on parking or cycle storage facility plans.		
124- 7	WTC/031/21	Plot Ref :-21/00164/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	WALTON, MR IAN	Date Received :-	01/03/2021
	Location :-	1 HARVEST WAY HARVEST WAY WITNEY	Date Returned :-	09/03/2021
	Proposal :	Widening of existing gateway to driveway and to create an additional opening to allow access for two vehicles.		
	Observations :	Witney Town Council has no objections regarding this application.		
124- 8	WTC/032/32	Plot Ref :-21/00321/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	GINDRE, MR JOAQUIN	Date Received :-	01/03/2021
	Location :-	MILL VIEW 13 CRAWLEY ROAD WITNEY	Date Returned :-	15/03/2021
	Proposal :	Erection of single and two storey rear extensions to provide additional living space at both lower ground and ground floor levels. Alterations to include the enlargement of existing dropped kerb.		
	Observations :	Witney Town Council does not object to this application in terms of material concerns, but given the sensitivity of the area to flooding it would ask that mitigating measures are considered to help decrease the possibility of surface		

124- 9 WTC/033/21 Plot Ref :-21/00306/ADV Type :- ADVERTISIN
Applicant Name :- DOLAN, MS FREYA Date Received :- 02/03/2021
Location :- LIDL Date Returned :- 15/03/2021
DUCKLINGTON LANE
WITNEY
Proposal : Erection of 2no internally illuminated fascia signs, 1 internally illuminated totem
sign and 1 non-illuminated directional sign together with internally applied
window graphics.
Observations : Witney Town Council notes that there is already illuminated signs in place, but
would request the following conditions be made: that in line with climate
emergency declarations and objectives the lighting be solar powered/sourced by
green energy and in order to reduce light pollution to the residential area in the
vicinity the lighting be dimmed after 9pm.

124- 10 WTC/034/21 Plot Ref :-21/00342/HHD Type :- HOUSEHOLDE
Applicant Name :- SMITH, MR & MRS A Date Received :- 02/03/2021
Location :- 53 SNOWSHILL DRIVE Date Returned :- 09/03/2021
SNOWSHILL DRIVE
WITNEY
Proposal : Removal of existing conservatory, erection of single storey rear extension.
Observations : Witney Town Council has no objections regarding this application.

The Meeting closed at : 7.26pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

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4. Planning Applications

5. Planning Applications

5. . 1 **WTC/035/21** Plot Ref :- 21/00281/HHD Type :- HOUSEHOL
Applicant Name :- LYEL, JACQUELINE Date Received :- 04/03/2021
Parish :- SOUTH Date Returned :-
Location :- 55 THE CROFTS Agent
THE CROFTS
WITNEY
Proposals :- Erection of a single storey rear extension.
Observations :-

5. . 2 **WTC/036/21** Plot Ref :- 21/00387/HHD Type :- HOUSEHOL
Applicant Name :- MANSON, MR ADAM Date Received :- 09/03/2021
Parish :- EAST Date Returned :-
Location :- 59 COGGES HILL ROAD Agent
COGGES HILL ROAD
WITNEY
Proposals :- Erection of an enclosed porch.
Observations :-

5. . 3 **WTC/037/21** Plot Ref :- 21/00667/FUL Type :- FULL
Applicant Name :- PIOTROWSKI, MR JAROSLAW Date Received :- 09/03/2021
Parish :- BURWELL Date Returned :-
Location :- 147 BURWELL DRIVE Agent
BURWELL DRIVE
WITNEY
Proposals :- Single and two storey extensions and the subdivision of dwelling to
form two semi-detached dwellings and associated works.
Observations :-

5. . 4 **WTC/038/21** Plot Ref :- 21/00434/HHD Type :- HOUSEHOL
Applicant Name :- YATES, MR & MRS I Date Received :- 11/03/2021
Parish :- EAST Date Returned :-
Location :- 103 NEWLAND MILL Agent
NEWLAND MILL
WITNEY
Proposals :- Removal of single storey rear extension and replacement with
larger single storey extension to form family room.
Observations :-

5. . 5 **WTC/039/21** Plot Ref :- 21/00739/HHD Type :- HOUSEHOL
Applicant Name :- TILLSON, MR JOHN Date Received :- 11/03/2021
Parish :- EAST Date Returned :-
Location :- 77 NEWLAND Agent
 NEWLAND
 WITNEY
Proposals :- Loft conversion to include insertion of front and rear dormer windows.
Observations :-

5. . 6 **WTC/040/21** Plot Ref :- 21/00463/HHD Type :- HOUSEHOL
Applicant Name :- PRINGLE, MR Date Received :- 15/03/2021
Parish :- CENTRAL Date Returned :-
Location :- 1 PUCK LANE Agent
 PUCK LANE
 WITNEY
Proposals :- Renovation works to include the erection of single storey extensions and changes to fenestration.
Observations :-

5. . 7 **WTC/041/21** Plot Ref :- 21/00467/HHD Type :- HOUSEHOL
Applicant Name :- FERREIRA, MRS Date Received :- 16/03/2021
Parish :- WEST Date Returned :-
Location :- 1 DONNINGTON CLOSE Agent
 DONNINGTON CLOSE
 WITNEY
Proposals :- Erection of a single storey rear extension.
Observations :-

5. . 8 **WTC/042/21** Plot Ref :- 21/00401/S73 Type :- DISCHARGE
Applicant Name :- MORRIS, CHRISTOPHER Date Received :- 16/03/2021
Parish :- SOUTH Date Returned :-
Location :- 4A DUCKLINGTON LANE Agent
 DUCKLINGTON LANE
 WITNEY
Proposals :- 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 :-

5. . 9 **WTC/043/21** Plot Ref :- 21/00486/HHD Type :- HOUSEHOL
Applicant Name :- HARRIS, SHAUN Date Received :- 16/03/2021
Parish :- NORTH Date Returned :-
Location :- 41 NEW YATT ROAD Agent
NEW YATT ROAD
WITNEY
Proposals :- Erection of a two storey rear extension.
Observations :-

5. . 10 **WTC/044/21** Plot Ref :- 21/00565/FUL Type :- FULL
Applicant Name :- DIRECTOR/SECRETARY Date Received :- 23/03/2021
Parish :- CENTRAL Date Returned :-
Location :- 2A WINDRUSH VALLEY Agent
ROAD
WINDRUSH VALLEY
ROAD
WITNEY
Proposals :- 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 :-

5. . 11 **WTC/045/21** Plot Ref :- 21/00491/HHD Type :- HOUSEHOL
Applicant Name :- UPTON, MR Date Received :- 15/03/2021
Parish :- SOUTH Date Returned :-
Location :- 15 CORNDELL Agent
GARDENS
CORNDELL GARDENS
WITNEY
Proposals :- 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 :-

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NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6.

Tue 30 March 2021

District Ref

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

GRANTED PLANNING PERMISSIONS

E WTC/001/21	Approved	17 WOODGREEN
E WTC/008/21	Approved	3 BATHING PLACE LANE
E WTC/009/21	Approved	7 WOODGREEN
C WTC/010/21	Approved	7 WOODGREEN
District COMMENT		Local COMMENT Witney Town Council objects to this application as it is not clear whether permission has been agreed with the neighbouring property.
E WTC/011/21	Approved	35 FARMERS CLOSE
E WTC/013/21	Approved	19 HERON DRIVE
E WTC/015/21	Approved	THE OLD COACH HOUSE
E WTC/019/21	Approved	5 SWINGBURN PLACE
E WTC/020/21	Approved	34 CAMPION WAY
E WTC/024/21	Approved	21 CURBRIDGE ROAD
E WTC/027/21	Approved	14 TETBURY DRIVE
E WTC/028/21	Approved	12 THE CRESCENT
E WTC/175/20	Approved	26 - 28 CORN STREET
E WTC/176/20	Approved	26 - 28 CORN STREET
E WTC/179/20	Approved	10 BLANKET WAY
E WTC/182/20	Approved	6 WOODLANDS ROAD
E WTC/183/20	Approved	66 HIGH STREET
WTC006/21	Approved	5 APPLGARTH COURT

REFUSED PLANNING PERMISSIONS

E WTC/014/21	Refused	21 COGGES HILL ROAD
C WTC/172/20	Refused	85 BARRINGTON CLOSE
District COMMENT	REFUSAL REASONS:	Local COMMENT Witney Town Council has no

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6.

Tue 30 March 2021

District Ref

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 2

REFUSED PLANNING PERMISSIONS

1 The wooden shed which is significantly higher than the artificial stone boundary wall surrounding the rear of the dwelling, by reason of its design, size and massing and prominence in the street scene together with the lack of any natural screening is considered to be an incongruous and alien feature that adversely affects the character and appearance of the area. The retrospective development is therefore considered contrary to policies OS4 and H6 of the West Oxfordshire Local Plan 2031, relevant paragraphs of the NPPF and the West Oxfordshire Design Guide

objections regarding this application

OTHER PLANNING DETAILS

WTC/012/21	Withdrawn	112 THE CROFTS
WTC/155/20	Withdrawn	CLOSE COTTAGE, 9G WEST END
WTC/156/20	Withdrawn	CLOSE COTTAGE, 9G WEST END

Reply to : Michelle Bignell
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/21/00157/PAVLIC

Date: 22nd March 2021

Dear Parish Clerk,

BUSINESS AND PLANNING ACT 2020

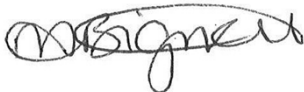
Application for Pavement Licence

We have received an application for **35 High Street Witney Oxfordshire OX28 6HP** under the Business and Planning Act 2020.

The application can be viewed through the online [Public Access Portal](#). If you would like to make formal representation, the closing date is **28th March 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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Premises address
Premises telephone number
Business premises use

Huffkins, 35 High Street, Witney, Oxfordshire, OX28 6HP
01993 708155

Both uses

We would like to use the pavement area in front of our tearoom (35 High st, Witney) to provide external seating to our customers. We have done this historically but would like to formalise this to assist with our trade post Covid when external seating options hold even greater importance. The high street at our location has a very wide pedestrianised area and ourselves along with other F&B sites on this stretch traditionally have used it for placement of external seating. Our proposal is for our standard external seating (see pack attached) which would be removed from the pavement outside of trading hours. We would also however like to start a separate discussions on the options for us to improve our outdoor provision - either by installing recessed ground sockets to support large commercial parasols, or by the provision of a ground fixed covered pergola - to provide cover to our external seating and make it viable for external dining all year round.

Description of the area

Furniture purpose

Both purposes

Monday start time

07:00

Tuesday start time

07:00

Wednesday start time

07:00

Thursday start time

07:00

Friday start time

07:00

Saturday start time

07:00

Sunday start time

07:00

Monday finish time

18:00

Tuesday finish time

18:00

Wednesday finish time

18:00

Thursday finish time

18:00

Friday finish time

18:00

Saturday finish time

18:00

Sunday finish time

18:00

Description of the furniture

18 no. Ravello outdoor stacking chair (armchair & side chair versions – supplied by Andy Thornton) each comprising of an aluminium frame with black woven plastic surround.
9 no. Stainless Steel 600mm x 600mm table tops mounted onto Pedrail Ypsilon aluminium flip top base to allow small footprint storage out of hours.
5 no. Strada Stainless Steel barrier posts with weighted bases for 3 no. branded canvas barriers C/W top & bottom rails for rigidity once connected to barrier posts.
2 no. Black powercoated tubular steel A-frame with side locking arms to hold sign open safely. Double sided signage with magnetic poster cover over.

**Do you intend to alter any of the building
and / or frontage to accommodate this proposal?**

No

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External seating:
Ravello stacking
armchair & sidechair



External seating:
600mm x 600mm table
(Ypsilon 3 leg flip base)

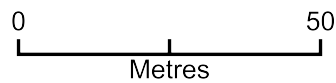


External seating: Canvas cafe barriers



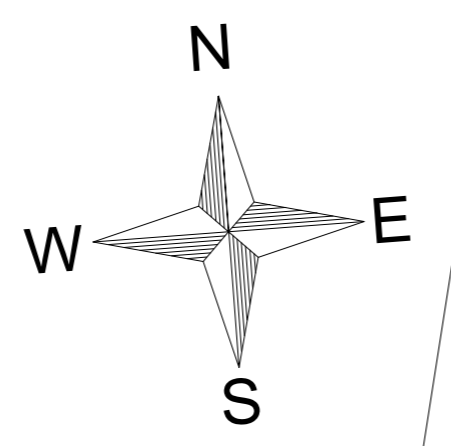
External seating: A-Board

Site Plan - 35 High Street, Witney, OX28 6HP



Plan Produced for: Huffkins/Freebrights Ltd
Date Produced: 21 Mar 2021
Plan Reference Number: TQRQM21080095737932
Scale: 1:1250 @ A4

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Proposed Ground Floor Plan
Scale: 1:50

- External Furniture Detail:**
- High Street**
Seats & table
 - 9 no. 600mm x 600mm tables on Ypsilon flip bases
 - 18 no. Ravello armchairs
- Cafe barriers**
 - 5 no. S/S barrier posts
 - 3 no. branded canvas barriers
- A-Board:**
 - 2 no. Double sided A-Board - black powdercoated tubular frame
- External seating zone:**
- 18 no. External Covers**

Revisions		
	Reference	Date
A	Scheme updated following client meeting	24.09.20
B	Fixed shelter added	08.10.20
C	Based on 3 no. large Parasols	16.01.21
D	Based on fixed timber Pergola	16.01.21
E	2021 External seating proposal	21.03.21

This drawing is the property of Gray Creative and must not be copied or shared to a third party without written consent. All dimensions should be site checked prior to manufacture.

Figured dimensions to be read in preference to scaled.

Status	PROPOSED	
Client	HUFFKINS	
Contract	35 High Street Witney, OX28 6HP	
Drawing Title	Proposed External Seating	
Date	30.08.20	Cad Ref. G:/Dwgs/
Drawing No.	1001 - 501	Revision E
Scale	1:50	Drawn By AG

GRAY CREATIVE
Design & Project Management

www.gray-creative.co.uk

A2

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Agenda Item 8

From: Address Management (WODC)
Sent: 22 March 2021 08:25
To: Info <Info@witney-tc.gov.uk>
Subject: SNN2021057 New Development 66 High Street Witney

Good Morning

Re: SNN2021057 New Development 66 High Street Witney

We are currently in the process of renaming the development at 66 High Street Witney.

The development will be accessed from the High Street so the plan is to address the flats using a new building name and numbers and the new cottages 66A & 66B.

The developer has proposed the name "Charlbury House " for the building name.

Flats 1-5
Charlbury House
66 High Street
Witney

66A & 66B High Street
Witney

Please can you advise if the Town Council has any strong objections to this name. If you could kindly come back to me by 5th April 2021.

In the meantime should you have any other queries please contact me.

Kind Regards

Tania Cole
Address Management Officer | Business Support Services

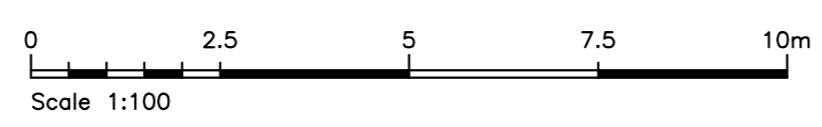
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GROUND FLOOR PLAN

FIRST FLOOR PLAN

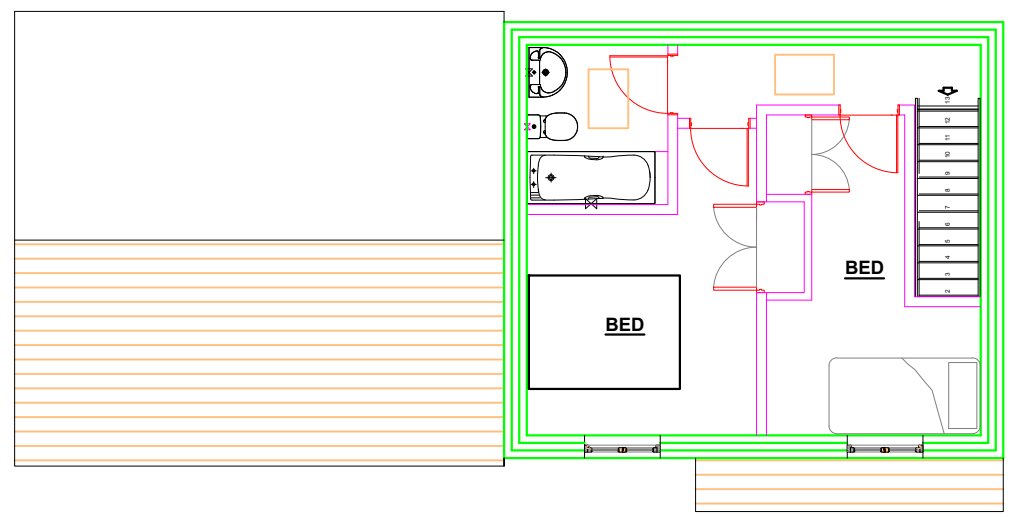
SECOND FLOOR PLAN



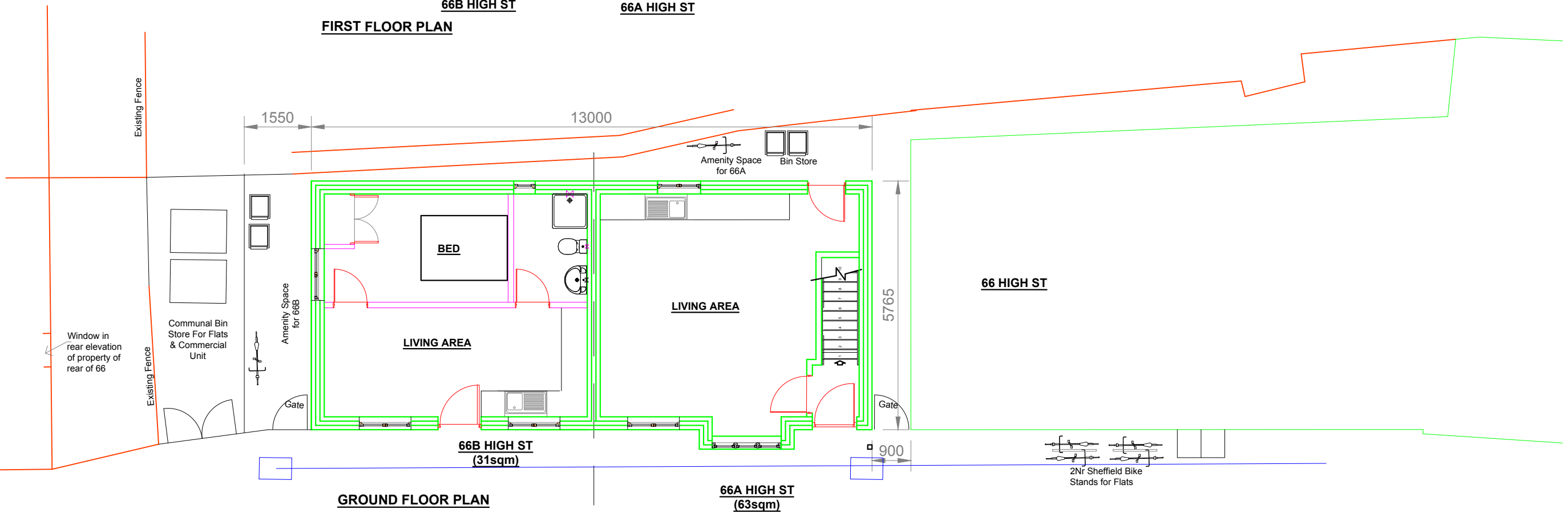
REVISIONS

Robin Akers Ltd Architectural Consultants 1 Lee Close, Charlbury, Oxon OX7 3SG tel 01608 810012 e-mail robin@robinakersltd.co.uk	JOB: ALTERATIONS TO FORM 1 x 2-BED, 2 x 1-BED & 1 x STUDIO FLAT OVER TWO FLOORS PLUS 2 x 2-BED COTTAGES, BIN & CYCLE STORAGE @ 66 HIGH STREET WITNEY	DRAWING: PROPOSED PLANS			
		DRAWN:	CHECKED:		
		SCALES: 1:100@A1		DATE: 18.11.19	
		JOB No.	DRAWING No. REV.	P3	

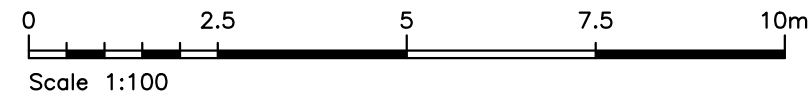
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FIRST FLOOR PLAN
 66B HIGH ST 66A HIGH ST



GROUND FLOOR PLAN
 66B HIGH ST (31sqm) 66A HIGH ST (63sqm)



A	66B was two storey	20.8.20
REVISIONS		

Robin Akers Ltd
 Architectural Consultants
 1 Lee Close, Charlbury,
 Oxon OX7 3SG
 tel 01608 810012
 e-mail robin@robinakersltd.co.uk

JOB:
 1 x 2-BED COTTAGE, 1 x 1-BED
 FLAT & BIN STORE @
 66 HIGH STREET
 WITNEY

DRAWING: Proposed Floor Plans		
DRAWN:	CHECKED:	
SCALES: 1:100@A3	DATE: 5.5.20	
JOB No.	DRAWING No. P3	REV. A

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Agenda Item 9

From: Planning Policy (WODC)

Sent: 05 March 2021 12:28

Subject: Revised Affordable Housing SPD - 6 Week Consultation

Dear Sir/Madam

I am writing to let you know that following an initial public consultation in July/August last year, a revised draft of the District Council's Affordable Housing Supplementary Planning Document (SPD) has now been published for a further period of consultation which is running for 6-weeks from 5 March to 16 April 2021.

The revised draft SPD is available to view online [here](#).

If you would like to respond please send an email to planning.consultation@westoxon.gov.uk or write to the Planning Policy Team, West Oxfordshire District Council, Elmfield, New Yatt Road, Witney, OX28 1PB

Comments should be submitted by 5pm on the 16 April 2021.

After the consultation has closed, all comments received will be carefully considered before a final version of the SPD is prepared and formally adopted by the Council. At that point it will become a material consideration for any relevant planning applications.

Yours faithfully

Chris Hargraves
Planning Policy Manager
West Oxfordshire District Council

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Date: 4th March 2021
Our ref: 21/00003/APPEAL
Please ask for: Chris Wood
Telephone: 01993 861677
Email: chris.wood@publicagroup.uk

Dear Sir/Madam

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

Site Address: Ash Close Gloucester Place Witney
Description of Development: Erection of two semi detached dwellings
Original Application Number: 20/00858/FUL
Appellant's name: Mrs Sarah Beresford
Appeal Reference: APP/D3125/W/21/3266509
Appeal Start Date: 25.02.2021

I refer to the above details. An appeal has been made to the Secretary of State against the decision of West Oxfordshire District Council to refuse planning permission for the development described.

The appeal will be determined on the basis of **written representations**. The procedure followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the original planning application to the Planning Inspectorate and to the Appellant. These will be considered by the Inspector when determining the appeal, unless they are subsequently withdrawn.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at: <https://acp.planninginspectorate.gov.uk>. You can also do so by contacting the Planning Inspectorate quoting reference number APP/D3125/W/21/3266509:

Via email : west1@planninginspectorate.gov.uk

In writing (please send 5 copies): The Planning Inspectorate
3D Eagle Wing
Temple Quay House
2 The Square
Bristol BS1 6PN

All representations must be received by the Planning Inspectorate by **1st April 2021**. Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this local planning authority and will be considered by the Inspector when determining the appeal.

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/W/21/3266509. You can also view the appeal documents on the Council's website at www.westoxon.gov.uk/planning-and-building/

You can get a copy of one of the Planning Inspectorate's "Guide to taking part in planning appeals" booklets free of charge from GOV.UK at <https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>.

When made, the decision will be published online at <https://acp.planninginspectorate.gov.uk>

Yours sincerely

Chris Wood

Senior Planning Officer (Appeals)
Planning and Strategic Housing