

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



**Tuesday, 4th October, 2022 at 6.00 pm**

To members of the Climate, Biodiversity & Planning Committee - R Smith, A Prosser, T Ashby, J Aitman, L Duncan, V Gwatkin and P Hiles (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.

Numbers of the public will be limited, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Committees Clerk [derek.mackenzie@witney-tc.gov.uk](mailto:derek.mackenzie@witney-tc.gov.uk) in advance.

## **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 Committees Clerk [derek.mackenzie@witney-tc.gov.uk](mailto:derek.mackenzie@witney-tc.gov.uk) **prior to the meeting**, stating the reason for absence.

**Standing Order 309a)(v)** permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a committee if ordinary Councillors of the Committee have informed the Proper Officer **before** the meeting that they are unable to attend.

### **2. Declarations of Interest**

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

### **3. Public Participation**

The meeting will adjourn for this item.

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

### **4. Planning Applications (Pages 3 - 4)**

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

5. **Consultation - Traffic Calming at The Leys, Witney** (Pages 5 - 8)

To receive consultation documents on a traffic calming scheme at The Leys Recreation Ground and consider a response, if appropriate.

6. **Consultation on Proposed Main Modifications to the Salt Cross Garden Village Area Action Plan** (Pages 9 - 12)

The Salt Cross Garden Village Area Action Plan (AAP) was formally published in August 2020 and submitted for independent examination in February 2021 with examination hearing sessions held in June/July 2021. Subsequently the examination was paused to enable the District Council to undertake further work on the phasing of essential infrastructure. Consultation on that additional work took place in March/April 2022 and on the 26 May 2022, the Inspectors wrote to West Oxfordshire District Council to confirm that the AAP can be made sound through a number of changes known as 'Main Modifications'.

West Oxfordshire District Council has therefore prepared a series of proposed Main Modifications (MMs) to the AAP and these have been published for a statutory 6-week period of consultation from Friday 23 September until Friday 4 November 2022.

(If viewing Online) Please click on the links provided in the WODC correspondence to view the modifications, and consider a response, if appropriate.

7. **Address Management - Windrush Place, Witney** (Pages 13 - 16)

To receive and consider a street naming request for a new street at the Windrush Place development.



Town Clerk

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4 . 1      **WTC/135/22**      Plot Ref :- 22/02533/ADV      Type :- ADVERTISIN  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- CENTRAL      Date Returned :-  
Location :- UNIT 1A      Agent  
WOOLGATE SHOPPING  
CENTRE  
Proposals :- Installation of replacement internally illuminated sign on front  
elevation and a replacement vinyl sign on side elevation.  
Observations :-

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4 . 2      **WTC/136/22**      Plot Ref :- 22/02497/HHD      Type :- HOUSEHOL  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- SOUTH      Date Returned :-  
Location :- 187 QUEEN EMMAS      Agent  
DYKE  
QUEEN EMMAS DYKE  
Proposals :- Erection of front and rear single storey extensions.  
Observations :-

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4 . 3      **WTC/137/22**      Plot Ref :- 22/02471/ADV      Type :- ADVERTISIN  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- SOUTH      Date Returned :-  
Location :- GROUND FLOOR UNIT      Agent  
1 DES ROCHES  
SQUARE  
Proposals :- Affix three fascia business logo signs, all externally illuminated.  
Observations :-

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4 . 4      **WTC/138/22**      Plot Ref :- 22/02454/HHD      Type :- HOUSEHOL  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- CENTRAL      Date Returned :-  
Location :- 6 THE OLD COACHYARD      Agent  
THE OLD COACHYARD  
Proposals :- Replacement windows in first floor flat.  
Observations :-

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4 . 5      **WTC/139/22**      Plot Ref :- 22/02579/HHD      Type :- HOUSEHOL  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- EAST      Date Returned :-  
Location :- 4 CHURCH LANE      Agent  
                 CHURCH LANE  
Proposals :- Erection of a first floor rear extension together with alterations to  
                 the existing kitchen roof.  
Observations :-

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4 . 6      **WTC/140/22**      Plot Ref :- 22/02587/HHD      Type :- HOUSEHOL  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- SOUTH      Date Returned :-  
Location :- 13 CHURCH VIEW      Agent  
                 CHURCH VIEW  
Proposals :- Erection of single and two storey rear extensions.  
Observations :-

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4 . 7      **WTC/141/22**      Plot Ref :- 22/02411/FUL      Type :- FULL  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- SOUTH      Date Returned :-  
Location :- 8 MARKET SQUARE      Agent  
                 MARKET SQUARE  
Proposals :- Change of Use of ground floor from retail to a wine/cocktail  
                 bar/public house.  
Observations :-

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4 . 8      **WTC/142/22**      Plot Ref :- 22/02594/HHD      Type :- HOUSEHOL  
Applicant Name :- .      Date Received :- 26/09/2022  
Parish :- CENTRAL      Date Returned :-  
Location :- 43 BURFORD ROAD      Agent  
                 BURFORD ROAD  
Proposals :- Erection of a two storey side extension.  
Observations :-

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## THE LEYS (WITNEY) - PROPOSED TRAFFIC CALMING

NOTICE IS HEREBY GIVEN that Oxfordshire County Council under the Road Traffic Regulation Act 1984 & the Highways Act 1980 proposes to construct the following traffic calming features in **Witney**, these proposals are being put forward in order to improve pedestrian safety by reducing the speed of motor vehicles adjacent to the recreation ground and parking area:

The Leys – **speed cushions**, approx. 3m long, 2m wide and 75mm high, to be located approximately:

- 120 metres\* west of its junction with Station Lane,
- 170 metres\* west of its junction with Station Lane, and
- 220 metres\* west of its junction with Station Lane.

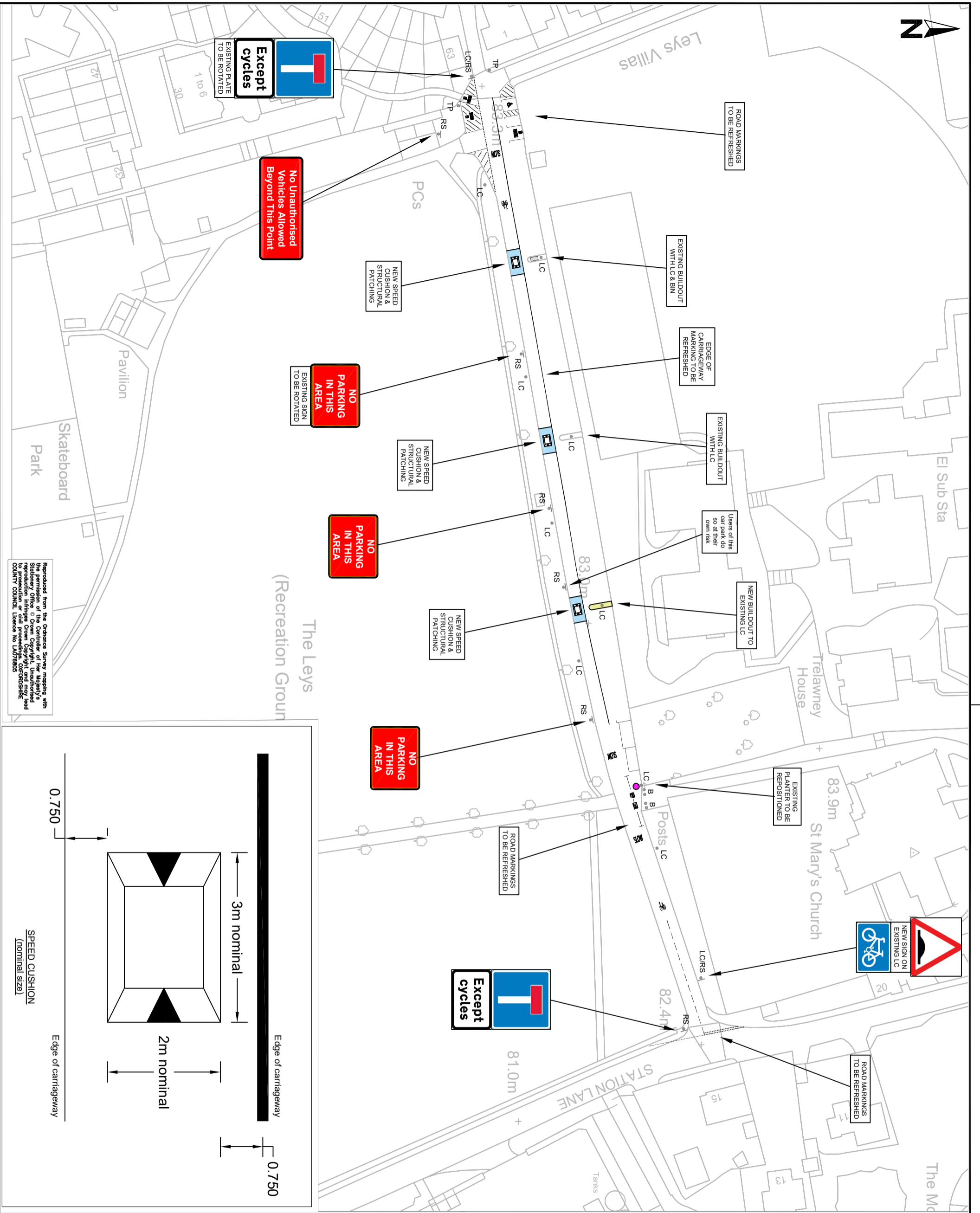
\* All dimensions are approximate, taken from the centre of the junction to the centre of the feature.

Documents giving more details of the proposals are available for public inspection online by visiting <https://letstalk.oxfordshire.gov.uk> Copies may be made available on request.

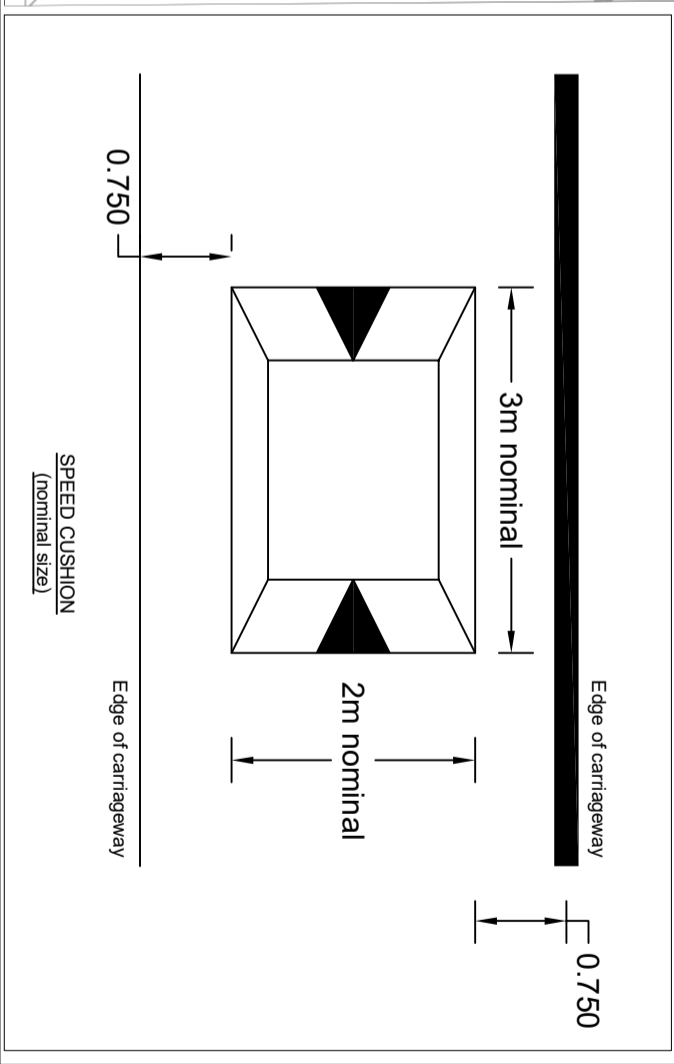
Objections to the proposals and other representations specifying the grounds on which they are made, may be sent in writing to the address below or via the web address above, no later than **Friday 21st October 2022**. The County Council will consider objections and representations received in response to this Notice. They may be disseminated widely for these purposes and made available to the public.

Traffic Regulation Team (Ref: JaC/12.6.410) for the Corporate Director for Environment & Place, Oxfordshire County Council, County Hall, New Road, Oxford, OX1 1ND.

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- NOTES**
1. DESIGN IN ACCORDANCE WITH DfT 'LOCAL TRANSPORT NOTE 1107 TRAFFIC CALMING'.
  2. ALL ROAD MARKINGS TO THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS 2016.

- KEY**
- Structural patching to carriageway
  - New buildout (footway construction)

|  |  |  |  |
|--|--|--|--|
|  |  | <b>Project No.</b><br>THE LEYS, WITNEY<br>TRAFFIC CALMING MEASURES   |  |
| <b>Project Title</b><br>GENERAL ARRANGEMENT      |  | <b>Project Status</b><br>CONSULTATION  |  |
| <b>Scale</b> 0:1<br>N.T.S.                       |  | <b>Drawn by</b> CW<br><b>Checked by</b> -<br><b>Date drawn</b> JUN 2022<br><b>Date checked</b> -<br><b>Approved by</b> MW<br><b>Date approved</b> JUN 2022 |  |
| <b>Contract Reference</b><br>WODC - TL - TM - GA |  | <b>Revision</b><br>-   |  |

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## Planning and Strategic Housing

Reply to : Chris Hargraves  
Tel : 01993 861667  
Email : [planning.policy@westoxon.gov.uk](mailto:planning.policy@westoxon.gov.uk)

### Elmfield

New Yatt Road,  
WITNEY,  
Oxfordshire,  
OX28 1PB,  
Tel: 01993 861000  
[www.westoxon.gov.uk](http://www.westoxon.gov.uk)



WEST OXFORDSHIRE  
DISTRICT COUNCIL

Date: 23 September 2022

Dear Sir/Madam

### Consultation on Proposed Main Modifications to the Submission Draft Salt Cross Garden Village Area Action Plan (AAP)

I am writing to advise you that the District Council has published for consultation a series of proposed Main Modifications to the submission draft Salt Cross Garden Village Area Action Plan (AAP).

The AAP is intended to guide the future delivery of Salt Cross Garden Village, a planned new community to the north of the A40 near Eynsham. The AAP establishes a vision for Salt Cross which is supported by a series of core objectives and policies set out on a thematic basis.

The AAP was formally published in August 2020 and submitted for independent examination in February 2021 with examination hearing sessions held in June/July 2021.

Subsequently the examination was paused to enable the District Council to undertake further work on the phasing of essential infrastructure. Consultation on that additional work took place in March/April 2022 and on the 26 May 2022, the Inspectors wrote to the Council to confirm that the AAP can be made sound through a number of changes known as 'Main Modifications'.

The Council has therefore prepared a series of proposed Main Modifications (MMs) to the AAP and these have been published for a statutory 6-week period of consultation from **Friday 23 September until Friday 4 November 2022**.

### Document Availability

The following documents have been published as part of the consultation:

- Schedule of proposed Main Modifications (MMs)
- Sustainability Appraisal (SA) Addendum Report
- Habitat Regulations Assessment (HRA) Addendum Report

All of these documents are available online at [www.westoxon.gov.uk/gardenvillage](http://www.westoxon.gov.uk/gardenvillage) and the schedule of proposed Main Modifications has also been made available at the locations listed in the table below.

If you would like to respond to the consultation, please note the following key points:

- The primary focus of the consultation is the proposed Main Modifications (MMs) to the Area Action Plan (AAP). Comments should not be submitted on aspects of the AAP that remain unaltered from the original submission draft published in August 2020.
- In addition to comments on the proposed Main Modifications, comments can also be submitted on the two accompanying SA and HRA addendum reports.

- All comments will be made publicly available and provided to the Inspectors to be taken into account in finalising their examination report.

### **When to comment**

The consultation period runs from Friday 23 September until Friday 4 November 2022.

Comments must therefore be submitted no later than **5pm on Friday 4 November 2022**

### **How to comment**

If you wish to comment on the proposed Main Modifications or the other supporting documents we would invite you to use the Council's standard response form. A separate guidance note has been made available to assist you in completing the form.

The response form and guidance note can be obtained via the following:

- Online at [www.westoxon.gov.uk/gardenvillage](http://www.westoxon.gov.uk/gardenvillage)
- On request by telephoning the Planning Policy Team on 01993 861667 or emailing [planning.consultation@westoxon.gov.uk](mailto:planning.consultation@westoxon.gov.uk)

Representations may be made in writing or by way of electronic communications. The postal address for written submissions is as follows:

Planning Policy Team  
West Oxfordshire District Council  
Elmfield  
New Yatt Road  
Witney  
OX28 1PB

Electronic representations should be sent by email to the following address:

[planning.consultation@westoxon.gov.uk](mailto:planning.consultation@westoxon.gov.uk)

Representations may be accompanied by a request to be notified at a specified address of the following matters:

1. The publication of the recommendations of the person appointed to carry out an independent examination of the Area Action Plan under Section 20 of the Act;
2. The adoption of the Area Action Plan.

### **Next Steps and Further Information**

All duly made representations will be submitted to the Inspector together with the proposed Main Modifications and supporting documentation. For further information please contact the Planning Policy Team on 01993 861667 or email [planning.consultation@westoxon.gov.uk](mailto:planning.consultation@westoxon.gov.uk)

Yours faithfully

**Chris Hargraves**

**Planning Policy Manager  
West Oxfordshire District Council**

**Consultation document locations:**

|   |   |  |
|---|---|--|
| <p>West Oxfordshire District Council<br/>Witney Town Centre Shop<br/>3 Welch Way<br/>Witney<br/>OX28 6JH<br/>Tel: 01993 861000<br/>Open: Monday – Friday<br/>9am to 5pm</p> | <p>Witney Town Council<br/>Town Hall<br/>Market Square<br/>Witney<br/>OX28 6AG<br/>Tel: 01993 704379<br/>Open: Mon, Tues and Thurs<br/>8.30am to 5pm, Wed<br/>9.30am to 5pm and Fri<br/>8.30am to 4.30pm.</p> | <p>Carterton Town Council<br/>19 Alvescot Road<br/>Carterton<br/>OX18 3JL<br/>Tel: 01993 842156<br/>Open: Monday – Friday<br/>9.30am to 4.00pm</p> |
| <p>Chipping Norton Town Council<br/>The Guildhall<br/>Market Place<br/>Chipping Norton<br/>OX7 5NJ<br/>Tel: 01608 642341<br/>Open: Monday – Friday<br/>9am to 1pm</p>       | <p>Bampton Library<br/>Old Grammar School<br/>Church View<br/>Bampton<br/>OX18 2NE<br/>Tel: 01993 850076</p>  | <p>Burford Library<br/>86A High Street<br/>Burford<br/>OX18 4QF<br/>Tel: 01993 823377</p>  |
| <p>Carterton Library<br/>6 Alvescot Road<br/>Carterton<br/>OX18 3JH<br/>Tel: 01993 841492</p>   | <p>Charlbury Library<br/>Charlbury Community Centre<br/>Enstone Road<br/>Charlbury<br/>OX7 3PQ<br/>Tel: 01608 811104</p>  | <p>Chipping Norton Library<br/>Goddards Land<br/>Chipping Norton<br/>OX7 5NP<br/>Tel: 01608 643559</p>   |
| <p>Eynsham Library<br/>30 Mill Street<br/>Eynsham<br/>OX29 4JS<br/>Tel: 01865 880525</p>  | <p>North Leigh Library<br/>Memorial Hall<br/>Park Road<br/>North Leigh<br/>OX29 6SA<br/>Tel: 01993 882935</p>   | <p>Stonesfield Library<br/>Village Hall<br/>Longore<br/>Stonesfield<br/>OX29 8EF<br/>Tel: 01993 898187</p>   |
| <p>Witney Library<br/>Welch Way<br/>Witney<br/>OX28 6JH<br/>Tel: 01993 703659</p>   | <p>Woodstock Library<br/>The Oxfordshire Museum<br/>Fletcher's House<br/>Park Street<br/>Woodstock<br/>OX20 1SN<br/>Tel: 01993 814124<br/>07759 140531</p>  | <p>Wychwood Library<br/>29 High Street<br/>Milton-under-Wychwood<br/>OX7 6LD<br/>Tel: 01993 830281</p>   |

Note: For library opening times please contact the library direct or check on [www.oxfordshire.gov.uk/cms/public-site/find-library](http://www.oxfordshire.gov.uk/cms/public-site/find-library)

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**Re: SNN2022164 Large Development Witney Phase 2E**

I have received an application to address a new development of 62 homes, planning application number 21/03716/FUL – Witney Phase 2E.

The plan is to allocate 1 new street names to the development and if you are in agreement we would like to continue the existing “Aerodrome Theme” given by yourselves to the previous phase in this development. The attached plan shows the new proposed street –Pink and the two existing streets Centenary Way (Red) and Spitfire Drive (Yellow).

If you are happy to continue this theme , please provide an new street name for the developers approval.

Would you kindly come back to me by Monday 24<sup>th</sup> October with your thoughts and any proposals, which I will relay to the developer for discussion.

Thank you for your assistance.

Kind regards

Tania Cole  
Address Management Officer  
West Oxfordshire District Council

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| ACCOMMODATION SCHEDULE   |            |                |           |
|--------------------------|------------|----------------|-----------|
| NAME                     | STOREYS    | BEDROOMS       | TOTAL No. |
| Alnmouth                 | 2 Storey   | 2 Bed/Semi/Ter | 5         |
| Danbury                  | 2 Storey   | 3 Bed Semi/Ter | 3         |
| Danbury Cnr              | 2 Storey   | 3 Bed Semi/Ter | 1         |
| Sherwood                 | 2 Storey   | 3 Bed Det      | 3         |
| Charnwood                | 2 Storey   | 3 Bed Det      | 1         |
| Charnwood Cnr            | 2 Storey   | 3 Bed Semi/Ter | 4         |
| Saunton                  | 2.5 Storey | 3 Bed Semi/Ter | 6         |
| Greyfriar                | 3 Storey   | 3 Bed Semi/Ter | 2         |
| Greyfriar V2             | 3 Storey   | 3 Bed Semi/Ter | 2         |
| Gisburn                  | 2 Storey   | 4 Bed Det      | 3         |
| Burnham                  | 2 Storey   | 4 Bed Det      | 3         |
| Whiteleaf                | 2 Storey   | 4 Bed Det      | 4         |
| <b>TOTAL</b>             |            |                | <b>37</b> |
| AFFORDABLE               |            |                |           |
| Rented - Blue            |            |                |           |
| AFF495                   | 2 Storey   | 1 Bed Apt      | 4         |
| Haldon                   | 2 Storey   | 2 Bed Semi/Ter | 8         |
| Rendlesham               | 2 Storey   | 3 Bed Semi/Ter | 3         |
| Ennerdale                | 2 Storey   | 4 Bed Semi/Ter | 2         |
| <b>TOTAL</b>             |            |                | <b>17</b> |
| Shared Ownership - Green |            |                |           |
| Haldon                   | 2 Storey   | 2 Bed Semi/Ter | 5         |
| Rendlesham               | 2 Storey   | 3 Bed Semi/Ter | 3         |
| <b>TOTAL</b>             |            |                | <b>8</b>  |
| <b>TOTAL</b>             |            |                | <b>62</b> |

- Legend
- Application Site Boundary
  - 1.8m High Screen Wall
  - 1.8m High Closeboard Fence
  - 1.8m High Timber Panel Fence
  - 1.8m High Timber Gate
  - Bin Muster Point
  - Bin Store Hardstanding / Timber Cycle Shed within rear gardens
  - Block Paviours
  - Rumble Strip
  - Plot Numbers
  - Parking Space / Garage / Visitor Space
  - Chimney
  - Proposed New Tree Planting  
Refer to Landscape Proposals Drawings for details
  - Proposed New Hedgerow / Shrub Planting  
Refer to Landscape Proposals Drawings for details
- Affordable Housing
- Rented
  - Shared Ownership

|  |         |         |          |          |        |
|--|---------|---------|----------|----------|--------|
| A Layout revised in acc with planning comments:<br>Parcel access Junction location revised,<br>visitors spaces moved, shared surface & dwellings<br>revised to allow for increased soft landscaping<br>Cycleway link added from SSR to Bridleway,<br>Accommodation schedule updated. |         |         |          | 22.02.22 | TE/wgt |
| REVISIONS  |         | DATE    | BY       |          |        |
| DRAWN  | CHECKED | DATE    | SCALE    |          |        |
| AR   | SS      | OCT '21 | 1:500@A2 |          |        |
| DWG NO.  | 746.100 |         |          | REV      | A      |
| DRAWING TITLE  |         |         |          |          |        |
| PLANNING LAYOUT<br>PARCEL 2E, WEST WITNEY.   |         |         |          |          |        |
| <small>This drawing is the copyright of Persimmon Homes Ltd and has been produced for planning purposes only. Such drawings can be scaled but are not to be used for construction or sales documents.</small>  |         |         |          |          |        |



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