

Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



Tuesday, 26th September, 2023 at 6.00 pm

To members of the Climate, Biodiversity & Planning Committee - A Bailey, G Meadows, R Smith, J Aitman, O Collins, J Robertshaw, S Simpson, D Temple and J Treloar (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Gallery Room, The Corn Exchange, Witney** for the transaction of the business stated in the agenda below.

Admission to Meetings

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

Any member of the public wishing to attend the meeting and speak on a particular item should contact the Committee Clerk (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 Deputy Town Clerk or Committee Clerk 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 Committee Clerk 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. **Minutes** (Pages 3 - 21)

a) To adopt and sign as correct the minutes of the committee held on 25 July, 15 August and 5 September 2023.

b) Matters arising from the minutes of the above meetings.

5. **Finance Report** (Pages 22 - 27)

To receive the report of the Responsible Financial Officer (RFO).

6. **Planning Applications** (Page 28)

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

2. Members are also invited to note additional correspondence, dated 7 July relating to WODC Planning Reference 23/00179/FUL - The construction and operation of an anaerobic digestion facility, ancillary infrastructure and the construction of a new access road and access from South Leigh Road.

<https://publicaccess.westoxon.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=ROY412RKIF200>

Attention has been drawn to this objection by South Leigh & High Cogges Parish Council as it contains environmental and technical information which may be useful when considering further applications of this type. Witney Town Council has already objected to the application.

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

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

8. **Lake & Country Park - External Lake Report** (Page 31)

To receive a survey of Witney Lake & Snipe Meadow, provided by Land & Mineral Management, for information only.

9. **Lake & Country Park - Management Plan** (Pages 32 - 33)

To receive the report of the Biodiversity & Green Spaces Officer.

10. **Lake & Country Park - Cycling** (Pages 34 - 35)

To receive the report of the Biodiversity & Green Spaces Officer.



Town Clerk

Public Document Pack Agenda Item 4

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

Held on Tuesday, 25 July 2023

At 6.00 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor A Bailey (Chair)

Councillors:	G Meadows S Simpson D Temple	G Doughty (In place of O Collins) J Treloar (In place of J Robertshaw)
Officers:	Adam Clapton Claire Green	Deputy Town Clerk Administration Support - Planning & Stronger Communities
Others:	1 member of the public.	

P411 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R Smith, J Aitman, O Collins, and J Robertshaw. Councillors G Doughty and J Treloar attended as substitutes for O Collins and J Robertshaw respectively.

P412 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or Officers.

P413 PUBLIC PARTICIPATION

Councillor D Edwards-Hughes attended the meeting as a member of the public and spoke on agenda item 6.3. He took no part in the discussion on this item or the rest of the meeting.

P414 MINUTES

The minutes of the Climate, Biodiversity & Planning Committee meetings held on 13 June and 4 July 2023 were received.

Resolved:

That, the minutes of the Climate, Biodiversity & Planning Committee meetings held on 13 June and 4 July 2023 be approved as a correct record of the meeting and be signed by the Chair.

P415 **FINANCE REPORT**

The Committee received and considered the financial report of the Responsible Financial Officer showing figures for aspects under its remit.

Resolved:

That, the report be noted.

P416 **PLANNING APPLICATIONS**

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

Resolved:

That, the comments, as per the attached schedule be forwarded to West Oxfordshire District Council.

P417 **PLANNING DECISIONS**

The Committee received and considered a schedule of planning decisions received from West Oxfordshire District Council (WODC).

Resolved:

That, the list circulated advising of WODC planning decisions be noted.

P418 **WITNEY TRAFFIC ADVISORY COMMITTEE MEETING MINUTES - 13 JUNE 2023**

The Committee received the minutes of the Witney Traffic Advisory Committee (WTAC) meeting held on 13 June 2023.

Resolved:

That, the minutes of the WTAC meeting held on 13 June 2023 be noted.

P419 **NOTICE OF PLANNING APPEAL DECISION - 118C QUARRY ROAD, WITNEY**

The Committee received notice of planning appeal decision APP/D3125/W/22/3309162 – 118C Quarry Road, Witney.

Resolved:

That, the planning appeal decision be noted.

P420 **OXFORDSHIRE COUNTY COUNCIL - A40 ACCESS TO WITNEY - SIDE ROADS ORDER & COMPULSORY PURCHASE ORDER**

The Committee received notice of the A40 Access to Witney Side Roads & Compulsory Purchase Order from Oxfordshire County Council.

The Order was part of the larger scheme for this development and although there was an option to submit a representation, Members agreed this was outside the town council's remit but looked forward to seeing further plans as the scheme progressed.

Resolved:

That, the Order be noted.

The meeting closed at: 7.04 pm

Chair

Minute Item P416

Witney Town Council

Planning Minutes - 25th July 2023

416

416- 1 WTC/105/23 Plot Ref :-23/01650/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 03/07/2023
Location :- 59 RALEGH CRESCENT Date Returned :- 26/07/2023
RALEGH CRESCENT

Proposal : Erection of a single storey rear 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.

416- 2 WTC/106/23 Plot Ref :-23/01681/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 05/07/2023
Location :- 28 WOODLANDS ROAD Date Returned :- 26/07/2023
WOODLANDS ROAD

Proposal : Proposed single storey rear 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.

416- 3 WTC/107/23 Plot Ref :-23/01525/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 17/07/2023
Location :- LAND (E) 432925 (N)209696 Date Returned :- 26/07/2023
DOWNS ROAD
CURBRIDGE

Proposal : Variation of condition 13 of planning permission 21/02364/FUL to refer to lighting plan 2250 P3 C401 A and Southgate Lighting Report. (Retrospective).

Observations : Witney Town Council object to this application:

1. Witney Town Council question the validity of the application documents. The number of lights that have already been installed exceeds the number of lights that are shown on the plan. The lights are not labelled on the plan and there is no reference or symbol to the lighting on the key. Without a plan which shows clearly what is being proposed (or being granted consent retrospectively), Members do not have faith that a scheme can be considered or agreed, or that enforcement of any consent would be achievable in future.

2. The installed lighting is harmful to neighbouring residential properties. The lights are illuminating gardens and shine in the windows.

3. The proposed buffer, designed to mitigate the light spill, is not fit for purpose. The existing planting is not providing mitigation and members are doubtful that even when the planting matures it will be able to screen the light spill effectively

– particularly given that some of the planted specimens are deciduous.

4. The application does not specify any darkness periods. Members ask that any scheme includes provision for some dark hours and that creative options are considered whereby lights are only in use when required for operational reasons on the site. Both in the interest of energy waste and to reduce the environmental impact of artificial light in hours of darkness.

Policy OS2 states that all development should "Be compatible with adjoining uses and not have a harmful impact of the amenity of existing occupants". Further, Policy EH8 states that "New development should not take place in areas where it would cause unacceptable nuisance to the occupants of nearby land and buildings from noise and disturbance".

The lighting that has already been installed is reportedly having a harmful impact for neighbouring residents and therefore Witney Town Council do not find this scheme to be policy compliant.

416- 4	WTC/108/23	Plot Ref :-23/01099/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	17/07/2023
	Location :- MEADOW COTTAGE NEW YATT ROAD		Date Returned :-	26/07/2023
	Proposal :	Renovation works to include erection of a two storey and single storey rear extension, demolition of existing garage and outbuilding, and construction of replacement detached garage with ancillary living accommodation above. Alterations to existing vehicular access.		
	Observations :	Witney Town Council welcome the biodiversity report and ask that the recommendations in the ecology report, including the bat surveys, are strictly adhered to.		
		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.		

416- 5	WTC/109/23	Plot Ref :-23/01754/S73	Type :-	VARIATION
	Applicant Name :- .		Date Received :-	17/07/2023
	Location :- 48 SHERBOURNE ROAD SHERBOURNE ROAD		Date Returned :-	26/07/2023
	Proposal :	Variation of condition 4 (details of fence colour) of planning permission 21/02805/FUL to allow changes to fence.		
	Observations :	Witney Town Council have no objection to this application and acknowledge the efforts of the applicant to include the hedgehog highway in the development.		

416- 6	WTC/110/23	Plot Ref :-23/01662/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	17/07/2023
	Location :- SAINSBURYS SUPERMARKET WITAN WAY		Date Returned :-	26/07/2023
	Proposal :	Installation of new and replacement plant in the service yard of the Witney Sainsburys store.		
	Observations :	Witney Town Council has no objections regarding this application.		

416- 7 WTC/111/23 Plot Ref :-23/01615/FUL Type :- FULL
Applicant Name :- . Date Received :- 17/07/2023
Location :- SAINSBURYS SUPERMARKET Date Returned :- 26/07/2023
WITAN WAY
Proposal : Erection of new entrance lobby and relocation of existing ATM.
Observations : Witney Town Council has no objections regarding this application.

416- 8 WTC/112/23 Plot Ref :-23/01616/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 17/07/2023
Location :- SAINSBURYS SUPERMARKET Date Returned :- 26/07/2023
WITAN WAY
Proposal : Installation of non illuminated signage to external ATM.
Observations : Witney Town Council has no objections regarding this application.

416- 9 WTC/113/23 Plot Ref :-23/01617/FUL Type :- FULL
Applicant Name :- . Date Received :- 17/07/2023
Location :- SAINSBURYS SUPERMARKET Date Returned :- 26/07/2023
WITAN WAY
Proposal : Works within the car park of the existing food store to include erection of thirteen replacement trolley shelters and formation of additional parent and child parking spaces.
Observations : Witney Town Council welcomes the proposals to increase parent and child spaces as part of this overhaul of the car parking area but is very disappointed there are no additional cycle racks/shelters proposed on the plans.

The current cycle rack provision is wholly inadequate, Sainsbury's should be planning and developing a vision for sustainable transport infrastructure as part of this 'Stores of the Future' initiative. The number of cycle racks should be increasing and all entrances to the site should be made easily and safely accessible to cyclists; As such, there should be acknowledgement on the plan that the "pedestrian access" on Farm Mill Lane is a suitable shared use cycle and footpath.

Parking changes in such a key Witney location should plan for cycle parking and any approach should be informed by the adopted Oxfordshire County Council Local Cycling & Walking Infrastructure Plan, which identifies supermarkets as a top trip generator and states, 'Cycle parking - should be secure and conveniently located for where people want to travel. This could include cycle hubs at public transport interchanges or 'Sheffield' cycle stands outside key trip generators. Cycle parking should accommodate all types of bikes, including adapted bikes and cargo bikes.'

The Town Council would like to see the current number of cycle racks trebled to make it safe to ride to and appealing to use and would like to advise there are opportunities within the LCWIP (proposals 18, 28 and 63) that would lead to the store which Sainsburys could contribute to as part of this initiative. Additional plans would be welcomed on the above issues before a decision is made.

Further, Members note that there is no provision for EV points within the site. As previously stated, the applicant should be developing proposals that incorporate future transport strategy, with an expectation that there will be an increased need for EV charging points.

The Meeting closed at : 7:04pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

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

Held on Tuesday, 15 August 2023

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor A Bailey (Chair)

Councillors:	G Meadows J Aitman	J Robertshaw S Simpson
Officers:	Adam Clapton Derek Mackenzie Claire Green	Deputy Town Clerk Senior Administrative Officer & Committee Clerk Administration Support - Planning & Stronger Communities
Others:	0 members of the public.	

P441 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Smith.

P442 DECLARATIONS OF INTEREST

Councillor Robertshaw declared a Pecuniary interest in Planning Application 23/01872/HDD as he is one of the applicants.

Councillor Aitken declared a personal, non-prejudicial interest in Planning Application 23/02000/FUL as she is a user of the user of the gym making the application.

P443 PUBLIC PARTICIPATION

There was no public participation.

P444 PLANNING APPLICATIONS

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

Resolved:

That, the comments, as per the attached schedule be forwarded to West Oxfordshire District Council.

P445 **ADDRESS MANAGEMENT - CRUMPLERS COURT**

The Committee received and considered the correspondence from West Oxfordshire District Council's Address Management Officer regarding a request to name seven properties off Corn Street, Witney

Members considered the request and had no objection to the proposed street name 'Crumpler Court'.

Resolved:

That, Witney Town Council raises no objection to the name Crumplers Court.

The meeting closed at: 7.04 pm

Chair

Witney Town Council

Planning Minutes - 15th August 2023

444

444- 1 WTC/114/23 Plot Ref :-23/01829/S73 Type :- VARIATION
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- COGGES MANOR FARM Date Returned :- 16/08/2023
 CHURCH LANE
 Proposal : Variation of conditions 4 (schedule of materials) and 7 (tree planting scheme) and removal of condition 6 (Biodiversity Enhancement and Management Plan) of planning permission 17/04043/FUL.
 Observations : Witney Town Council has no objections regarding this application.

444- 2 WTC/115/23 Plot Ref :-23/01887/FUL Type :- FULL
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- SAINSBURYS SUPERMARKET Date Returned :- 16/08/2023
 WITAN WAY
 Proposal : Erection of feature timber louvre on the front elevation of the existing store and associated signage.
 Observations : Witney Town Council has no objections regarding this application.

444- 3 WTC/116/23 Plot Ref :-23/01888/ADV Type :- ADVERTISIN
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- SAINSBURYS SUPERMARKETS Date Returned :- 16/08/2023
 WITAN WAY
 Proposal : Installation of 2 no. fascia signs, 4 no. digital screens, and 10 no. totems, all internally illuminated.
 Observations : While Witney Town Council does not object to this application in terms of material concerns, Members discussed the lack of signage for cycle parking. The required Sustainability Statement accompanying this application, Page 1, Section B2 asks "Has active travel been prioritised?", to which the applicant has answered "Y". Members are unable to identify that the proposed signage in any way encourages or prioritises active travel - there does not appear to be any signage directing cyclists to cycle parking. Given that supermarkets are identified as a top trip generator, Witney Town Council ask that the applicant makes more effort to encourage and safely direct cyclists to designated cycle parking.

444- 4 WTC/117/23 Plot Ref :-23/01892/HHD Type :- HOUSEHOLDE
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- 16 FAIRFIELD DRIVE Date Returned :- 16/08/2023
 FAIRFIELD DRIVE
 Proposal : Replace existing flat roof with pitch roof above existing kitchen, including the insertion of two rooflights.
 Observations : Witney Town Council has no objections regarding this application.

444- 5 WTC/118/23 Plot Ref :-23/01872/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 07/08/2023
Location :- KINGSWALK COTTAGES Date Returned :-
HIGH STREET
Proposal : Erection of two storey car port with office/games room above.
Observations :

444- 6 WTC/119/23 Plot Ref :-23/01952/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 07/08/2023
Location :- DOLPHIN HOUSE Date Returned :-
WOODGREEN 16/08/2023
Proposal : Conversion and extension of existing garage to create additional living space.
Observations : Witney Town Council has no objections regarding this application.

444- 7 WTC/120/23 Plot Ref :-23/01953/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 07/08/2023
Location :- DOLPHIN HOUSE Date Returned :-
WOODGREEN 16/08/2023
Proposal : Internal and external alterations to convert existing garage to create additional living space.
Observations : Witney Town Council has no objections regarding this application.

444- 8 WTC/121/23 Plot Ref :-23/01834/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 07/08/2023
Location :- 78 COTSWOLD MEADOW Date Returned :-
COTSWOLD MEADOW 16/08/2023
Proposal : Erection of a detached single storey timber frame building (retrospective).
Observations : Witney Town Council object to this application. The floor plans submitted with this application appear to show that the building includes a treatment chair within one room and the second room set up as a reception/office. The application has been submitted as a 'Householder' application - Members are of the opinion that the intended use for this space is a place of business, and not a space to be used ancillary to the main dwelling. Given the expected change of use at the site, this application should be submitted as an application for Full Planning Permission with more information to include the nature of the business, operating hours, expected number of visitors, expected vehicle movements etc.

Further, Members expect to see surface water strategy to mitigate the loss of permeable drainage, as well as plans illustrating how waste water will be managed.

Given the residential location, Members are concerned about potential privacy issues for immediate neighbours, Members ask that any non-ancillary development proposal at this site includes the use of privacy glass in any windows that face neighbouring properties.

444- 9 WTC/122/23

Plot Ref :-23/02000/FUL

Type :- FULL

Applicant Name :- .

Date Received :- 08/08/2023

Location :- UNIT 13 EAGLE IND EST
EAGLE INDUSTRIAL ESTATE

Date Returned :- 16/08/2023

Proposal : Change of use of a warehouse unit from Industrial use to a Gymnasium and associated works.

Observations : While Witney Town Council does not object to this application in terms of material concerns, Members have raised the following observations:

- Some gym activity, (music from classes, crashing of weights etc.) can by the nature of the activity, create noise. Members ask that consideration be given to any harmful noise impact for neighbouring properties, particularly given the proximity of nearby homes.

- The application does not show any provision for cycle parking, Witney Town Council ask that the applicant consider installation of a cycle rack.

- Parking is known to be limited in this area. Members ask that the Planning Officer ensure that adequate car parking is available for the expected number of visitors.

The Meeting closed at : 7:03pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

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

Held on Tuesday, 5 September 2023

At 6.30 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillors:	G Meadows R Smith J Aitman	J Robertshaw S Simpson D Temple
Officers:	Adam Clapton Derek Mackenzie Claire Green	Deputy Town Clerk Senior Administrative Officer & Committee Clerk Administration Support - Planning & Stronger Communities
Others:	0 members of the public.	

P458 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bailey & Collins.

P459 DECLARATIONS OF INTEREST

Councillor Smith declared a personal, non-prejudicial interest in Planning Application 23/02024/HHD as she was an acquaintance of the applicant.

P460 PUBLIC PARTICIPATION

The Committee adjourned for this item.

The committee received representations from two residents of Windrush Place concerning Applications 23/01525/S73 and 23/01206/FUL.

The Committee reconvened.

P461 PLANNING APPLICATIONS

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

At the discretion of the Chair, the Applications 23/01525/S73 and 22/01206/FUL were discussed to allow the members of the public to hear the discussion. Members of public left at 7:30pm upon completion of this discussion.

Resolved:

That, the comments, as per the attached schedule be forwarded to West Oxfordshire District Council.

P462 **APPLICATION FOR VARIATION OF PREMISES LICENCE - 78 CORN STREET, WITNEY**

The Committee received an application from The Three Horseshoes, 78 Corn Street for a minor variation of a premises licence under the Licencing Act 2003.

Resolved:

That, the Council makes no objection to this application.

P463 **APPLICATION FOR VARIATION OF PREMISES LICENCE - HAILEY EXPRESS 65B HAILEY ROAD WITNEY**

The Committee received the application from Hailey Express, 65b Hailey Road, Witney for a minor variation of a premises licence under the Licencing Act 2003.

Resolved:

That, the Council makes no objection to this application.

P464 **ADOPTION OF DEVELOPER CONTRIBUTIONS SUPPLEMENTARY PLANNING DOCUMENT (SPD) - WEST OXFORDSHIRE DISTRICT COUNCIL**

The Committee received the confirmation of the adoption by West Oxfordshire District Council's "Developer Contributions Supplementary Planning Document (SPD)".

Resolved

That, the document be noted.

P465 **COMMUNITY EV MICROHUBS**

The Committee received and considered the Invitation to express interest in joining the Community EV (Electric Vehicle) Microhub Scheme

Members were keen to participate in the scheme and discussed potential sites under the Council's management that they considered suitable. The Leys, Burwell Hall and Madley Park Hall being those best suited for potential externally funded EV Charging points.

Resolved

1. That, the correspondence be noted and,
2. That, Madley Park Hall, Burwell Hall and The Leys recreation ground be suggested as possible locations for EV Charging points.

The meeting closed at: 8.00 pm

Chair

Minute Item P461

Witney Town Council

Planning Minutes - 5th September 2023

461

461- 1 WTC/123/23 Plot Ref :-23/02004/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 14/08/2023
Location :- WITNEY SERVICE STATION Date Returned :- 06/09/2023
WELCH WAY
Proposal : Installation of 7m EV internally illuminated totem pole sign.
Observations : While Witney Town Council does not object to this application in terms of material concerns, Members ask whether it would be possible that the proposed lighting be powered by solar.

461- 2 WTC/124/23 Plot Ref :-23/02023/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 14/08/2023
Location :- 38 BEECH ROAD Date Returned :- 06/09/2023
BEECH ROAD
Proposal : Removal of existing conservatory, garage, outbuilding and front porch. Erection of single storey wrap around extension to the side and rear of existing dwelling and reposition of front door.
Observations : While Witney Town Council does not object to this application in terms of material concerns, it notes the increase in roof size. Whilst the development is small, Members expressed concern that rainwater catchment is to discharge to existing drainage, with the possibility of this causing increased flood risk elsewhere. Members ask that a soakaway be considered to help decrease the possibility of existing drainage becoming overwhelmed.

461- 3 WTC/125/23 Plot Ref :-23/01976/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 14/08/2023
Location :- 2 SNOWSHILL DRIVE Date Returned :- 06/09/2023
SNOWSHILL DRIVE
Proposal : Formation of habitable room in roofspace with front and rear velux rooflights.
Observations : Witney Town Council has no objections regarding this application.

461- 4 WTC/126/23 Plot Ref :-23/02024/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 15/08/2023
Location :- 5 OAKDALE ROAD Date Returned :- 06/09/2023
OAKDALE ROAD
Proposal : Erection of a single storey side extension.
Observations : Witney Town Council has no objections regarding this application.

Applicant Name :- . Date Received :- 15/08/2023

Location :- LAND WEST OF WITNEY
EAST OF DOWNS ROAD
CURBRIDGE Date Returned :- 06/09/2023

Proposal : Erection of seventy four dwellings and associated infrastructure (amended plans).

Observations : Witney Town Council object to this planning application. Members have raised serious concerns about the phasing of the development. The submitted plans are presumptuous in terms of the road layout and development layout, in that they include detail from other proposed schemes, under different application numbers that are yet to be decided. Further, when comparing the red line area for this application against the redline area submitted for application 23/01202/RES some areas of the land, including the access road, drainage ponds, sports pavilion (and associated parking) are shown within the proposed site areas for BOTH developments. Witney Town Council question the validity and accuracy of the plans with these inconsistencies. Given that the applications include essential infrastructure in terms of highways, drainage, and sports provision, it is imperative that there is more clarity over which areas of land fall under each of the applications. There should be no room for doubt over planning obligations and how they relate to specified land parcels.

Witney Town Council request that a Grampian Condition be imposed which requires that this proposed development cannot be commenced until both the Community Hub development (23/01203/RES) and the Sports Pavilion development (23/01202/RES) are complete. Whilst members do not object to the principle of further development at this site, it is imperative that vital promised infrastructure and amenity is delivered as a priority ahead of more housing. West Oxfordshire District Council must protect the interest of residents and use available tools to ensure that the applicant meets the obligations as expected, and by way of solid legal agreement.

When the discrepancies concerning the redlined site areas are resolved, in the event that the Sports Pitches/Pavilion access road forms a part of this application, Witney Town Council seek assurances that the access road will provide safe access in a permanent position and not be hindered by any construction work. It would seem preferable that the access road for the sports pitches is laid and protected under application 23/01202/RES - As shown in the red line area on the application for a sports pavilion and associated infrastructure.

Further, Witney Town Council would support the imposition of a Grampian Condition requiring that Thames Water demonstrate a sewerage capacity for this development before any construction is started.

In an earlier response from Witney Town Council, Members requested that a full Environmental Impact Assessment is sought. Whilst an EIA was prepared some years ago for this development area, Members now consider this information to be out-of-date and not representative of the much-changed biodiversity at the site, including newly established habitats while the land has been unoccupied. The latest consultee response from the Biodiversity & Countryside Officer (1st September 2023) indicates that the details provided by the applicant remain insufficient. Witney Town Council ask that environmental impacts be properly assessed based upon current conditions and habitat, and that information submitted by the applicant be fully scrutinised.

In addition to its previous Section 106 contribution comments, Witney Town Council would like assurances that capital contributions will be made to Henry

Box and Wood Green secondary schools due to the non-delivery of a secondary school for this application site. Members ask that the sums be fairly calculated and based upon current valuations and costs.

461- 6 WTC/128/23 Plot Ref :-23/01891/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 15/08/2023
Location :- 42 OLLEY CRESCENT Date Returned :- 06/09/2023
OLLEY CRESCENT
Proposal : Conversion of existing garage to create an office/storage cupboard and erection of front entrance porch.
Observations : Witney Town Council has no objections regarding this application.

461- 7 WTC/129/23 Plot Ref :-23/02047/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 15/08/2023
Location :- FRIENDS COTTAGE Date Returned :- 06/09/2023
69 WOODGREEN
WOODGREEN
Proposal : Replacement windows and door.
Observations : Providing the proposal receives no objection from the Conservation Officer, Witney Town Council has no objections regarding this application.

461- 8 WTC/130/23 Plot Ref :-23/02048/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 15/08/2023
Location :- FRIENDS COTTAGE Date Returned :- 06/09/2023
69 WOODGREEN
WOODGREEN
Proposal : Replacement windows and door.
Observations : Providing the proposal receives no objection from the Conservation Officer, Witney Town Council has no objections regarding this application.

461- 9 WTC/131/23 Plot Ref :-23/02074/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 21/08/2023
Location :- 12 NEWLAND MILL Date Returned :- 06/09/2023
NEWLAND MILL
Proposal : Proposed single storey side extension, loft conversion and addition of roof lights.
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.

461- 10 WTC/132/23 Plot Ref :-23/01525/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 21/08/2023
Location :- LAND(E) 432925 (N)209696 Date Returned :- 06/09/2023
DOWNS ROAD
CURBRIDGE
Proposal : Variation of condition 13 of planning permission 21/02364/FUL to refer to lighting plan 2250 P3 C401 A and Southgate Lighting Report. (Retrospective).

Observations : Witney Town Council object to this application.

Members acknowledge the applicant's further documents and response to an earlier representation from the Town Council but would like to make the following additional comments.

1. The applicant states that baffles have been installed on the existing lighting to assist in prevention of light spill. Residents have been consulted on this and have reported no betterment in the situation. The installed lighting remains harmful to residential properties neighbouring the site. The lights are continuing to illuminate gardens and shine into the windows of living areas including living rooms and bedrooms.

2. The applicant states that "The landscape buffer between the employment and residential is not the responsibility of the applicant, it is located outside the redline of the development. The landscaping submitted by the wider consortium was submitted to the council for approval and was considered acceptable". Witney Town Council understand that Planning Permission 21/02364/FUL for this application site includes provision for landscaping obligations at both Condition 14 and Condition 15. It is unclear to the Town Council how landscaping is not the responsibility of the applicant based on the documents available?

3. Given the reported harm of the lighting, Witney Town Council request that measuring and review take place - Members acknowledge the responses from ERS and Environmental Health, but ask if site visits have been carried out by the relevant technical consultees during hours of darkness? It is unclear what, if any, on site assessments have taken place. Witney Town Council are aware that residents would welcome the opportunity for the light spill at their properties be assessed and measured during darkness hours. Witney Town Council request that this monitoring and measuring be carried out by West Oxfordshire District Council before any approval being considered.

4. Witney Town Council do not have the technical expertise to offer up further solutions. Members support business and employment in the town and realise that it is a balancing act to support business whilst offering protection to residential amenity. Members would welcome further positive suggestions on the lighting scheme from the applicant in liaison with Planning Officers and their Technical Consultees. Perhaps what is currently installed is not the best option for commercial sites that closely neighbour residential properties? Are there other forms of lighting design that could meet the operational needs of the business, whilst causing less light pollution outside of the site?

Policy OS2 states that all development should be compatible with adjoining uses and not have a harmful impact of the amenity of existing occupants. Further, Policy EH8 states that new development should not take place in areas where it would cause unacceptable nuisance to the occupants of nearby land and buildings from noise and disturbance. It is clear to Members that the installed lighting is causing considerable distress for neighbouring residents and therefore Witney Town Council do not find this scheme to be policy compliant.

The Meeting closed at : 8:00pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council

Agenda Item 5

CLIMATE, BIODIVERSITY AND PLANNING COMMITTEE

Date: Tuesday 26 September 2023
Title: Finance Report
Contact Officer: Responsible Financial Officer (RFO)

Should Members have any queries about this report advance notice would be appreciated, in writing, on this occasion by noon on Monday 25 September, to allow for a full response at the meeting.

BACKGROUND

Detailed income and expenditure statements for budgets which are the responsibility of this committee are enclosed; these are the management accounts for this committee. The period to which this report relates is 1 April 2023 to 31 August 2023.

For the Climate, Biodiversity and Planning Committee the following cost centres are in place:

Cost centre	Service
206	Witney Country Park
403	Planning

Within each cost centre income and expenditure is then allocated to a four-digit nominal ledger code; these codes are common across the cost centres. Nominal ledger codes further define the costs associated with the cost centre and correspond to a specific type of account, such as materials or staffing costs. Codes commencing with “1” are income codes; codes commencing with “4” are expenditure codes.

A report is submitted to every ordinary meeting of the standing committees and previous reports are available on the relevant committee section of the website.

CURRENT SITUATION

Council financial years run from 1 April to 31 March following. Consequently, the management accounts to 30 June represent five months or 42% of the financial year.

There are no significant variances to report but Members may wish to note the following matters in relation to the management accounts:

1. Property maintenance/ Witney Country Park (code 4036/206). Expenditure to date £908 exceeding budget of £500. Most of this relates to fencing maintenance and repairs. This cost centre has a significant earmarked reserves and therefore the additional spend against this budget and others as the year progresses will be financed as necessary from these funds.
2. Recharges. The following recharges have been processed for the period 1 April to 30 June:
 - (i) 4896 – Maintenance staff.
 - (ii) 4897 – Maintenance staff overhead.
 - (iii) 4892 – Central support staff.
 - (iv) 4893 – Central support overhead.
3. Recharges have not been processed in relation to 4894 – grounds staff, 4895 – grounds staff overhead and 4899 - Depot reallocation. It is anticipated that these will be included in the report to the meeting due to take place on 28 November 2023.
4. There will always be a delay between expenditure being incurred and being shown in the accounts. However, the introduction of the computerised purchase order system from later this month will mean that committed expenditure will be shown on future reports, improving the timeliness of financial information.
5. Members recall that the Council is now accounting for earmarked reserve movements differently. The previous system, used by this and other councils, was to represent in-year funding from earmarked reserves as negative expenditure (4995 – transfer from earmarked reserves) and transfers to earmarked reserves as expenditure (code 4991). These fund movements will in future be shown in the final accounting column “Transfer to/from EMR” so they do not impact on expenditure but are correctly shown as funding. Appropriate adjustments have been made in the 2022/23 accounts.

It was previously agreed (minute P487, CBP meeting of 27 September 2022) to fund welcome signage to the Lake and Country Park, in the sum of £2,000; this is currently in the earmarked reserves. The Climate and Biodiversity Officer has reviewed this matter and based on a quotation it is considered that a sum of £6,000 is required in order to commission appropriate, robust signs which could include a map of the area. Consequently, your officers recommend that the budget is increased accordingly, with a sum of £4,000 to be released from the earmarked reserve for climate/biodiversity and authority the delegated to officers to commission and install the signage. Further information from the Climate and Biodiversity Officer will be available at the meeting.

Beyond and subject to the items detailed above there are no other significant variances to which I would draw to the attention of Members at this stage, and the position is as one would expect at this stage in the financial year.

REVENUE BUDGET 2024-25 AND CAPITAL & SPECIAL REVENUE PROJECTS 2024-25 AND BEYOND

In line with normal Council procedures, the RFO will shortly be commencing the annual review of all the Committees to prepare the revenue budget for 2024-25.

Draft budgets are prepared based upon current activities and patterns of income and expenditure. Any additional revenue expenditure is considered separately as Revenue Growth Items.

It is also normal practice that during the budget cycle the Council considers the Capital and Special Revenue budget to identify which projects or schemes are to be implemented and undertaken during the next financial year.

Members are requested to consider items to be included in next year's budget so that Officers can obtain costings accordingly. This will then enable the RFO to draft as accurate budget estimates as possible.

Further details including timetable will be provided to the Policy, Governance and Finance Committee at its meeting on 25 September 2023.

ENVIRONMENTAL IMPACT

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

Officers are continually assessing the environmental impact of services and assets to ensure that where possible measures are taken to support the Council's climate declaration to achieve carbon neutrality by 2028. This extends to the procurement of goods and services.

RISK

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

Members are reminded that collectively they are custodians of the public purse with most of the funding coming from the council taxpayers of Witney. Therefore, Officers ensure they get best value, value for money, and comply with the Council's Standing Orders, Financial Regulations and Procurement Policy.

FINANCIAL IMPLICATIONS

This report forms part of the Council's due diligence and a process in line with its Financial Regulations. The financial implications are detailed above and in the attached appendices.

RECOMMENDATION

1. Members are invited to note the report approve the Committee's management accounts for the period 1 April to 31 August 2023.
2. That a sum of £6,000 is approved in order to commission appropriate, robust Welcome signage for the Lake and Country Park, which could include a map of the area. This to be funded from the £2,000 already earmarked and £4,000 to be released from the earmarked reserve for climate/biodiversity. Members are also requested to delegate authority to officers to commission and install the signage.

Detailed Income & Expenditure by Budget Heading 31/08/2023

Month No: 5

Climate, Biodiversity & Planning Committee 26 September 2023

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Climate,Biodiversity &Planning								
<u>206</u> <u>WITNEY COUNTRY PARK</u>								
1030 FISHING RIGHTS	700	(700)	1,500	2,200			(46.7%)	
1042 RENTAL- PROJ.RANGE	0	2,915	0	(2,915)			0.0%	
1044 GREEN FEES - WMBC	0	3,050	0	(3,050)			0.0%	
1171 DONATIONS RECEIVED	946	0	0	0			0.0%	
WITNEY COUNTRY PARK :- Income	1,646	5,265	1,500	(3,765)			351.0%	0
4001 SALARIES	19,573	12,266	32,410	20,144		20,144	37.8%	
4002 ER'S NIC	1,925	1,170	3,217	2,047		2,047	36.4%	
4003 ER'S SUPERANN	4,222	2,662	7,033	4,371		4,371	37.8%	
4007 PROTECTIVE CLOTHING	392	151	400	249		249	37.8%	
4026 BOOKS/PUBLICATIONS	39	0	100	100		100	0.0%	
4036 PROPERTY MAINTENANCE	548	908	500	(408)		(408)	181.5%	
4038 OTHER MAINTENANCE	188	12	0	(12)		(12)	0.0%	
4040 ARBORICULTURE	857	0	1,000	1,000		1,000	0.0%	
4041 EQUIPMENT HIRE	0	172	0	(172)		(172)	0.0%	
4042 EQUIPMENT	11,803	840	15,000	14,160		14,160	5.6%	
4059 OTHER PROF FEES	0	0	1,000	1,000		1,000	0.0%	
4064 HEALTH & SAFETY	639	79	1,000	921		921	7.9%	
4099 MISCELLANEOUS	788	36	0	(36)		(36)	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	12,306	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	4,228	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	3,161	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	1,732	467	2,246	1,779		1,779	20.8%	
4893 C/S O'HEAD RCHG	567	275	647	372		372	42.5%	
4894 GROUNDS STAFF RECHARGE	399	0	1,683	1,683		1,683	0.0%	
4895 GROUNDS O'HEAD RECHARGE	207	0	622	622		622	0.0%	
4896 MTCE STAFF RECHARGE	3,232	1,134	23,179	22,045		22,045	4.9%	
4897 MTCE O'HEAD RECHARGE	509	123	2,269	2,146		2,146	5.4%	
4899 DEPOT REALLOCATION	0	0	2,422	2,422		2,422	0.0%	
WITNEY COUNTRY PARK :- Indirect Expenditure	67,316	20,295	94,728	74,433	0	74,433	21.4%	0
Net Income over Expenditure	(65,670)	(15,030)	(93,228)	(78,198)				
<u>403</u> <u>PLANNING</u>								
4892 C/S STAFF RCHG	19,054	5,140	24,705	19,565		19,565	20.8%	
4893 C/S O'HEAD RCHG	6,232	3,028	7,117	4,089		4,089	42.5%	
PLANNING :- Indirect Expenditure	25,286	8,168	31,822	23,654	0	23,654	25.7%	0
Net Expenditure	(25,286)	(8,168)	(31,822)	(23,654)				
Climate,Biodiversity &Planning :- Income	1,646	5,265	1,500	(3,765)			351.0%	
Expenditure	92,602	28,463	126,550	98,087	0	98,087	22.5%	
Movement to/(from) Gen Reserve	(90,956)	(23,198)						

Continued over page

Detailed Income & Expenditure by Budget Heading 31/08/2023

Month No: 5

Climate, Biodiversity & Planning Committee 26 September 2023

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,646	5,265	1,500	(3,765)			351.0%	
Expenditure	92,602	28,463	126,550	98,087	0	98,087	22.5%	
Net Income over Expenditure	(90,956)	(23,198)	(125,050)	(101,852)				
Movement to/(from) Gen Reserve	(90,956)	(23,198)						

Agenda Item 6

Witney Town Council

Climate, Biodiversity & Planning 26.09.2023

6

6.1 **WTC/133/23** Plot Ref :- 23/02318/HHD Type :- HOUSEHOL
Applicant Name :- Date Received :- 19/09/2023
Parish :- EAST Date Returned :-
Location :- 26 WATERFORD ROAD Agent
 WATERFORD ROAD
Proposals :- Erection of conservatory.
Observations :-

6.2 **WTC/134/23** Plot Ref :- 23/02418/NMA Type :- NMA
Applicant Name :- Date Received :- 19/09/2023
Parish :- WEST Date Returned :-
Location :- LAND AT WEST WITNEY Agent
 DOWNS ROAD
 CURBRIDGE
Proposals :- Common infrastructure including roads, landscaping and drainage
(Non material amendment to add additional access footpath, add
grass verges on both the left and right hand side of the
carriageway, proposed splayed bell mouth allowing access to the
allotments, additional crossing points to the north and south of the
road and additional street lighting).
Observations :-

Minute Ref 7

Tue 26 September 2023

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/054/23	Approved	ABBOTT DIABETES CARE
E WTC/074/23	Approved	54 WEST END
E WTC/075/23	Approved	54 WEST END
E WTC/079/23	Approved	ABBOT DIABETES CARE
E WTC/087/23	Approved	72 CORN STREET
E WTC/094/23	Approved	BEEKEEPERS
E WTC/097/23	Approved	51 MARKET SQUARE
E WTC/098/23	Approved	51 MARKET SQUARE
E WTC/099/23	Approved	21 HERON DRIVE
E WTC/100/23	Approved	15 COTSWOLD MEADOW
E WTC/101/23	Approved	MULBERRY HOUSE
E WTC/102/23	Approved	22 CHERRY TREE WAY
E WTC/103/23	Approved	1 TUNGSTEN PARK
E WTC/104/23	Approved	1 BUTCHERS COURT
E WTC/105/23	Approved	59 RALEGH CRESCENT
E WTC/106/23	Approved	28 WOODLANDS ROAD
E WTC/108/23	Approved	MEADOW COTTAGE
E WTC/109/23	Approved	48 SHERBOURNE ROAD
E WTC/110/23	Approved	SAINSBURYS SUPERMARKET
E WTC/111/23	Approved	SAINSBURYS SUPERMARKET
E WTC/112/23	Approved	SAINSBURYS SUPERMARKET

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 7

Tue 26 September 2023

District Ref

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

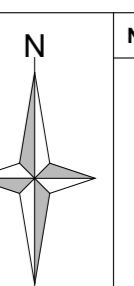
Page No : 2

GRANTED PLANNING PERMISSIONS

E WTC/113/23	Approved	SAINSBURYS SUPERMARKET
E WTC/115/23	Approved	SAINSBURYS SUPERMARKET
E WTC/116/23	Approved	SAINSBURYS SUPERMARKETS
E WTC/117/23	Approved	16 FAIRFIELD DRIVE
E WTC/119/23	Approved	DOLPHIN HOUSE
E WTC/120/23	Approved	DOLPHIN HOUSE
C WTC/121/23	Approved	78 COTSWOLD MEADOW
District COMMENT Other Matters:		Local COMMENT Witney Town Council object to this application. The floor plans submitted with this application appear to show that the building includes a treatment chair within one room and the second room set up as a reception/office. The application has been submitted as a 'Householder' application - Members are of the opinion that the intended use for this space is a place of business, and not a space to be used ancillary to the main dwelling. Given the expected change of use at the site, this application should be submitted as an application for Full Planning Permission with more information to include the nature of the business, operating hours, expected number of visitors, expected vehicle movements etc.
<p>Officers note the concerns of the Town Council in their consultation response relating to the loss of permeable drainage, as well as their request for plans that illustrate how waste water will be managed. The proposed development does not lie within a known flood area, and will be positioned upon a pre-existing patio area within the existing residential unit. Officers are therefore of the opinion that the scale and design of the proposed development would not have a significantly detrimental impact in regards to surface water run-off or waste water drainage.</p> <p>Representations have been received that express concerns around increased traffic and pedestrian movements due to the potential future commercial use of the outbuilding, however this is a householder application for the siting of an outbuilding that does not include a proposed change of use therefore this is not a material consideration in this case. Any change of use would require a further application.</p>		<p>Further, Members expect to see surface water strategy to mitigate the loss of permeable drainage, as well as plans illustrating how waste water will be managed.</p> <p>Given the residential location, Members are concerned about potential privacy issues for immediate neighbours, Members ask that any non-ancillary development proposal at this site includes the use of privacy glass in any windows that face neighbouring properties.</p>
E WTC/123/23	Approved	WITNEY SERVICE STATION
E WTC/124/23	Approved	38 BEECH ROAD

OTHER PLANNING DETAILS

WTC/118/23	Withdrawn	KINGSWALK COTTAGES
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Notes:

1. TOPOGRAPHICAL SURVEY CARRIED OUT BY SLR CONSULTING LTD 13TH JULY 2023
2. THIS PLAN HAS NO SCALE FACTOR APPLIED. THE ORIGIN OF THE OSGB36 DATUM IS BASED UPON SURVEY CONTROL STATION STN0 (E437156.323, N207277.243, L75.934).
3. THE ACCURACY OF THIS SURVEY IS CORRELATED WITH THE DRAWING SCALE SPECIFIED WITHIN THE TITLE BLOCK. CHECK ALL CRUCIAL DIMENSIONS ON SITE.
4. TOPOGRAPHICAL SURVEY INFORMATION SHOWN ON THIS DRAWING IS BASED UPON THE ORDNANCE SURVEY NATIONAL GRID HEIGHT AND PLAN DATUM DERIVED BY G.P.S. (OSTN15.05G036).
5. SERVICES INCLUDING MANHOLES AND TELEGRAPH POSTS HAVE BEEN SURVEYED WHERE FOUND.
6. INFORMATION OUTSIDE RED SURVEY EXTENTS LINE HAS BEEN INHERITED FROM PREVIOUS SURVEYS.

Legend:

- BANK BOTTOM
- BANK TOP
- CONTOURS
- FENCE
- EDGE OF TREES
- SPOT LEVEL
- SURVEY STATION
- BUILDING
- BUILDING HATCH
- BOREHOLE
- SURVEY UPDATE AREA



WATER LEVEL - 76.48m (19th JULY 2023)
VOLUME OF WATER - 277,403m³

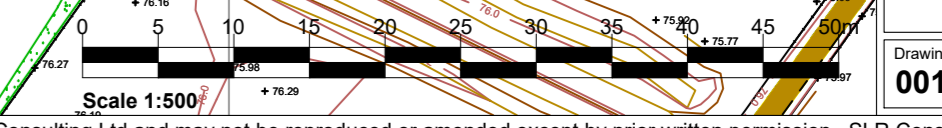
Rev	Amendments	Date	By	CHK	Auth



GILL MILL QUARRY
TOPOGRAPHICAL SURVEY

TOPOGRAPHICAL SURVEY
SNIPE MEADOW / DUCKLINGTON LAKE
13TH JULY 2023

Scale	1:1000	SLR Project No	401-V00558.00023
Drawn	AS	Checked	NS
Date	07/23	Date	07/23
		Date	07/23



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Agenda Item 8

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Agenda Item 9

CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday 26th September 2023

Title: Management Plan for the Country Park

Contact Officer: Biodiversity and Green Spaces Officer

Background

The last Management Plan for the Country Park was written in 1995 and we have used this as a reference until last year when I started with WTC. As part of the reinstatement of the ranger role there was a goal to write a new Management plan to cover the next 10 years.

Current Situation

The Biodiversity and Green Spaces Officer is at present collating information to write the new Management Plan and will look to have a working copy ready for the start of the financial year 2024/25.

Environmental impact

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

A Management Plan will provide a coherent way forward to improve, develop, plan, report and increase the biodiversity, visitor experience and understanding of what is needed to best look after the Country Park

Risk

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

We have little risk as we will manage expectations and have clear goals going forward.

Financial implications

Described here or as stated in the report above.

There will be a number of costs going forward and they will be well developed and researched so that each project can be fully assessed and agreed before any implementation takes place.

Recommendations

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

The Management plan will be an organic document and will need to be reviewed on an ongoing basis. Any larger projects will not be started without agreement and funds already in place. It will have a 10-year, phased work plan as well as some “blue sky” potential projects that, should funding become available we can action in a timely manner.

Agenda Item 10

CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday 26th September 2023
Title: Cycling within the Country Park
Contact Officer: Biodiversity and Green Spaces Officer

Background

Factors such as Covid and the current financial strain on households, cycling as a means of “getting about “ has increased significantly. This has resulted in an increase in the number of cycles being used within the Country Park

Current Situation

At present there is conflicting advice and information as to whether cycles can be ridden around the lake and within the Country Park resulting in requests from members of public to clarify our policy.

Environmental impact

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

Cycling is an extremely environmentally friendly way to visit the lake and country park, so consideration should be given when making a choice about allowing/not allowing it to take place.

Risk

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

Risks involved are:

- People travelling too fast.
- Overloading already narrow paths around the lake
- Wear and tear to pathways and footpaths
- Claims arising from accidents.

Financial implications

Described here or as stated in the report above.

Cost of path repairs.

Recommendations

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

- For many users cycling is the best or even the only way to get to the area as they may not drive and if they did the parking locations to access the site from any entrance is poor.
- The Biodiversity and Green Spaces Officer uses a cycle as an environmental way to check the site rather than drive a vehicle.
- There are regular users who visit on e-bikes who the Biodiversity and Green Spaces Officer feels would not if they had to walk to site.