

Climate, Biodiversity & Planning Committee Meeting of Witney Town Council



Tuesday, 20th February, 2024 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 and D Temple (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.

Join Zoom Meeting

<https://us06web.zoom.us/j/89907296386>

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 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 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 Committee Clerk derek.mackenzie@witney-tc.gov.uk **prior to the meeting**, stating the reason for absence.

Standing Order 30(d)(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. **Notification of Planning Appeal** (Pages 5 - 6)

To receive notice of Planning Appeal APP/D3125/D/24/3337152 for Kingsmead, 51 Woodlands Road, Witney.



Town Clerk

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4.1 **WTC/020/24** Plot Ref :- 24/00073/FUL Type :- FULL
Applicant Name :- . Date Received :- 29/01/2024
Parish :- NORTH Date Returned :-
Location :- 61 WOODSTOCK ROAD Agent
WOODSTOCK ROAD
Proposals :- Erection of a two-storey dwelling and associated works on land at the rear of 61 Woodstock Road, Witney.
Observations :-

4.2 **WTC/021/24** Plot Ref :- 23/03129/FUL Type :- FULL
Applicant Name :- . Date Received :- 29/01/2024
Parish :- WEST Date Returned :-
Location :- MYSTORE SELF Agent
STORAGE
BOOK END
Proposals :- Erection of eight drive-up storage units, alterations to the existing parking and turning area, and associated works (part retrospective) (amended description).
Observations :-

4.3 **WTC/022/24** Plot Ref :- 24/00123/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 30/01/2024
Parish :- SOUTH Date Returned :-
Location :- 2 STATION LANE Agent
STATION LANE
Proposals :- Installation of Secondary Glazing to all Windows (dwellings 2-12 Station Lane).
Observations :-

4.4 **WTC/023/24** Plot Ref :- 24/00119/S73 Type :- DISCHARGE
Applicant Name :- . Date Received :- 30/01/2024
Parish :- SOUTH Date Returned :-
Location :- 1A WILMOT CLOSE Agent
WILMOT CLOSE
Proposals :- Retrospective discharge of conditions 4 (car parking facilities) 6 (Water drainage) 8 (boundary treatment) and 9 (provision of bat and bird boxes) of permission 21/01193/FUL.
Observations :-

4.5	WTC/024/24	Plot Ref :- 24/00192/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 30/01/2024
	Parish :- CENTRAL		Date Returned :-
	Location :- 50 HERON DRIVE	Agent	
	HERON DRIVE		
	Proposals :-	Insertion of a door and window to existing garage.	
	Observations :-		
4.6	WTC/025/24	Plot Ref :- 24/00173/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 07/02/2024
	Parish :- EAST		Date Returned :-
	Location :- KINGSMEAD	Agent	
	51 WOODLANDS ROAD		
	WOODLANDS ROAD		
	Proposals :-	Removal of existing timber structure on side elevation. Erection of a single storey side extension.	
	Observations :-		
4.7	WTC/026/24	Plot Ref :- 24/00291/HHD	Type :- HOUSEHOL
	Applicant Name :- .		Date Received :- 07/02/2024
	Parish :- EAST		Date Returned :-
	Location :- 19 KINGSFIELD	Agent	
	CRESCENT		
	KINGSFIELD CRESCENT		
	Proposals :-	Erection of a single storey rear extension.	
	Observations :-		
4.8	WTC/027/24	Plot Ref :- 24/00303/LBC	Type :- LISTED BUI
	Applicant Name :- .		Date Received :- 12/02/2024
	Parish :- SOUTH		Date Returned :-
	Location :- 13 MARKET SQUARE	Agent	
	MARKET SQUARE		
	Proposals :-	External alterations to front elevation to include the replacement and installation of new signage.	
	Observations :-		
4.9	WTC/028/ADV	Plot Ref :- 24/00305/ADV	Type :- ADVERTISIN
	Applicant Name :- .		Date Received :- 12/02/2024
	Parish :- SOUTH		Date Returned :-
	Location :- 13 MARKET SQUARE	Agent	
	MARKET SQUARE		
	Proposals :-	Replacement of non illuminated hanging sign, installation of non illuminated new fascia with new logo and replacement of ATM tablet and decals.	
	Observations :-		

From: <maxplanning.co.uk>
Sent: 12 February 2024 12:11
To: Sharon Groth
Subject: 23/02730/FUL - Car Park Rear of 58 West End Witney

Dear Sir / Madam,

23/02730/FUL - Car Park Rear of 58 West End, Witney

We would like to thank you for taking the time to submit your recent comments dated 1st February 2024 and to confirm that we have made significant progress to the planning application at Car park rear of 58 West End, Witney.

Firstly, we would like to confirm that we have received confirmation from Oxfordshire County Council (OCC) that they have now removed their objection, subject to conditions. We have worked closely with our transport consultant and OCC to overcome their concerns. One of the points raised in the Town Council response was to include a pedestrian / cycle route from north to south, however, this was originally proposed at pre-application stage but OCC specifically asked us to block up the pedestrian access to the south and provide vehicular access to the north. In terms of access the pre-app advice states *"We would also at this point recommend that the existing access is blocked for pedestrian use as the access does not meet the requirements for a shared surface."*

Oxfordshire County Council have since advised that *"the southern plot connecting to West End does not form part of the red line / application site boundary and that the existing use would not appear to be conducive to a safe connection. A suitably worded condition is suggested to ensure that development design would not prejudice the future delivery of a pedestrian / cycle connection to West End should the southern plot be developed in the future."* Therefore, based on the advice of OCC, would be unable to include a safe pedestrian / cycle route from north to south within the site.

With regards to the comments raised from the Town Council in terms of land, air and water contamination, as noted in the response a Phase II Ground Investigation has been produced and Thames Water have confirmed no objection, subject to conditions which we are happy to be included as pre-commencement conditions which would need to be discharged and signed off by the Council before any works can be started on site. There has been some confusion on what is being asked for in terms of the Town Council comments, therefore, if you could please confirm, we will aim to address this as quickly as possible.

We are happy to work closely with all consultees on this planning application to resolve all concerns raised and to seek a positive outcome for all parties involved, therefore, your time and input is greatly received.

We look forward to hearing from you shortly.

Kind regards,

touchdevelopments.co.uk

Dear Peter,

The Climate, Biodiversity & Planning Committee for Witney Town Council met yesterday and your application 23/02730/FUL – for Car Park Rear of 58 West End, Witney was on the Agenda. On behalf of the Committee please find our Consultee response below:

Witney Town Council support the principle of redevelopment at this site. However, as raised in a previous response, Witney Town Council continue to have concerns about land, air and water contamination during any construction works as well as when homes are occupied. These concerns are for residents of the new dwellings as well as residents in the neighbouring area, to ensure a clean and safe environment for all in Witney. Members acknowledge the updated documents submitted by the applicant, including the Phase II Desk Study, however Witney Town Council are unable to support the application whilst identified issues are outstanding. Consistent and complete sampling is still to be carried out and objections from technical consultees need to be resolved.

Given the pollution risks the Local Planning Authority must ensure that the applicant addresses and can mitigate against all and any risk from contaminants to ensure no harm to human health, the environment or Witney waterways - Witney Town Council support brownfield development and would welcome an application that meets this scrutiny.

Further, Witney Town Council would like to see provision for safe access for cyclists and pedestrians with cycling and walking entry and exit points at the North and South of the site.

Best wishes
Claire



Claire Green
Administrative Support Assistant
Stronger Communities & Planning
At Witney Town Council



COMMITTED



Date: 12th February 2024
Our ref: 24/00002/APPEAL
Please ask for: Chris Wood
Telephone: 01993 861677
Email: chris.wood@westoxon.gov.uk

Dear Sir/Madam

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

Site Address: Kingsmead 51 Woodlands Road Witney

Description of Development: Proposed garage conversion, erection of single storey front and side extension, proposed conservatory and internal alterations

Original Application Number: 23/02856/HHD

Appellant's name: Mr And Mrs Gill

Appeal Reference: APP/D3125/D/24/3337152

Appeal Start Date: 07.02.2024

Mr And Mrs Gill has appealed to the Secretary of State against the Council's refusal of planning permission for the development described above.

The Planning Inspectorate has asked us to notify you of this appeal and let you know that, if the appellant is successful, planning permission could be granted.

The appeal will be proceeding under the **Householder Appeals Service**, there is no opportunity for you to submit comments. However, we have forwarded all the representations made to us on the application to the Planning Inspectorate and the Appellant. These will be considered by the Inspector when determining the appeal.

If you wish to withdraw any representations you made on the original application, you must make this request to the Planning Inspectorate by 6th March 2024 quoting reference number APP/D3125/D/24/3337152.

Via email : RT1@planninginspectorate.gov.uk
In writing (please send 3 copies): Temple Quay House
2 The Square
Bristol
BS1 6PN

You can also do this online at <https://acp.planninginspectorate.gov.uk>, where the appeal documents can also be inspected.

If you wish to follow the appeal you can do so via <https://acp.planninginspectorate.gov.uk/> by searching under the appeal reference APP/D3125/D/24/3337152. You can also view the appeal documents on the Council's website at www.westoxon.gov.uk/planning.

The Planning Inspectorate has published a guide to taking part in planning appeals which is available online www.planningportal.gov.uk/uploads/pins/taking-part

Yours sincerely,

Chris Wood

Senior Planning Officer (Appeals)
Planning and Strategic Housing