

# Public Document Pack

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

Held on Tuesday, 25 June 2024

At 6.01 pm in the Virtual Meeting via MS Teams - Virtual Meeting

### Present:

Councillor G Meadows (Vice-Chair, in the Chair)

Councillors:	A Bailey S Simpson G Doughty	J Doughty R Smith
Officers:	Adam Clapton Cara Cannon	Deputy Town Clerk Admin- Communities & Planning
Others:	No members of the public.	

### P354 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr J Aitman. Cllr A Bailey had advised he would be joining the meeting late, ahead of the meeting.

### P355 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or officers.

### P356 PUBLIC PARTICIPATION

There was no public participation.

*Cllr R Smith joined the meeting at 18.04pm*

### P357 PLANNING APPLICATIONS

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

Members formally noted the consultee response for application WTC/084/24 which had been agreed outside the meeting due to planning authority timescales.

### Resolved:

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

*Cllr A Bailey joined the meeting at 18.19pm during the discussion on planning application WTC/089/24. Cllr G Meadows retained Chair-ship for the remainder of the meeting.*

**P358 APPLICATION FOR PAVEMENT LICENCE - THE HERITAGE BAKERY, 3 MILL WALK, WITNEY**

The Committee received an application for a pavement licence outside the Heritage Bakery, 3 Mill Walk, Witney.

Members welcomed the application and had no objections to what was proposed.

**Resolved:**

That, Witney Town Council has no objection to this application, and that this be forwarded to West Oxfordshire District Council.

**P359 SHORES GREEN - TRAFFIC MANAGEMENT PLAN PLANNING REFERENCE (R3.0052/24)**

The Committee received notice of the comment agreed outside of the Committee in relation to the Shores Green Traffic Management Plan (R3.0052/24).

**Resolved:**

That, the comment be formally noted.

**P360 OXFORDSHIRE COUNTY COUNCIL - HIGHWAYS ENGAGEMENT TEAM**

The Committee received correspondence from the Oxfordshire County Council Highways Engagement Team regarding a visit to discuss any highway related problems.

The correspondence had been shared with the Witney Traffic Advisory Committee, but no items had been forthcoming as yet. Members agreed the meeting should take place and a list of areas should be compiled by officers to discuss at that time.

**Resolved:**

1. That, the correspondence be noted and,
2. That, a meeting be set up with Members and the Highways Engagement Team and,
3. That, a list of problem areas be compiled by officers.

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The meeting closed at: 6.50 pm

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Chair

Witney Town CouncilPlanning Minutes - 25 June 2024

357

357- 1 WTC/081/24 Plot Ref :-24/01199/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 05/06/2024  
 Location :- 9 WATERFORD LANE Date Returned :- 25/06/2024  
 WATERFORD LANE  
 Proposal : Installation of air source heat pump in garden.  
 Observations : Witney Town Council has no objections to the installation of an air source heat pump, however, it notes the comments from ERS regarding noise and the proximity to neighbouring properties and asks that one of the possible solutions suggested are imposed as a condition in this case.

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357- 2 WTC/082/24 Plot Ref :-24/01347/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 05/06/2024  
 Location :- 17 AERODROME LANE Date Returned :- 25/06/2024  
 AERODROME LANE  
 Proposal : Erection of single-storey rear extension with pitched roof.  
 Observations : Witney Town Council has no objections regarding this application.

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357- 3 WTC/083/24 Plot Ref :-24/01151/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 05/06/2024  
 Location :- 2 VANNER ROAD Date Returned :- 25/06/2024  
 VANNER ROAD  
 Proposal : Replace section of verge with block paviour (retrospective)  
 Observations : Witney Town Council objects to this application, members are concerned the documents show encroachment outside the boundary of the property. This has resulted in the loss of a biodiverse and green space, which is contrary to policy EH2 of the WODC LP2031. Approval of this retrospective application would set a precedent and the Town Council expects a consistently applied approach to these applications. Furthermore, the Town Council expects hedgerow and greenery which has been removed, to be replaced.

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357- 4 WTC/084/24 Plot Ref :-24/00655/FUL Type :- FULL  
 Applicant Name :- . Date Received :- 30/05/2024  
 Location :- 111 MANOR ROAD Date Returned :- 06/06/2024  
 MANOR ROAD  
 Proposal : Erection of a dwelling with associated parking, bin and bike stores  
 Observations : Witney Town Council note the amended plans to include the insertion of additional windows to the East elevation however still object to this application. Members continue to show concern for the scale of the proposed development in contrast to the site dimensions, the proposed dwelling will appear very cramped. The application is not compliant with the General Principles of policy OS2 of the West Oxfordshire Local Plan, the development is not of a proportionate and appropriate scale to its context and does not form a logical

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complement to the existing scale and pattern of development.

Further, policy OS4, requires that development does not harm the use or enjoyment of land and buildings nearby including living conditions in residential properties - Members expressed concern to the lack of amenity land/garden and they see no change in the amended plans

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357- 5 WTC/085/24 Plot Ref :-24/01353/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 05/06/2024  
Location :- 67 BURFORD ROAD Date Returned :- 25/06/2024  
BURFORD ROAD  
Proposal : Erection of an outbuilding for use as home office, gym and overnight guest accommodation.  
Observations : While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.  
The Town Council also welcomes that the Applicant is willing to accept a condition which confirms that the use of the garden outbuilding will only be for a use ancillary to the property.

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357- 6 WTC/086/24 Plot Ref :-24/01372/S73 Type :- VARIATION  
Applicant Name :- . Date Received :- 05/06/2024  
Location :- 87 CORN STREET Date Returned :- 25/06/2024  
CORN STREET  
Proposal : Variation of condition 2 of 20/03281/FUL (approved plans) to allow minor amendments to approved plans to achieve compliance with latest building regulations (part L and part O).  
Observations : Witney Town Council has no objections regarding this application.

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357- 7 WTC/087/24 Plot Ref :-24/01428/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 05/06/2024  
Location :- 47 DUCKLINGTON LANE Date Returned :- 25/06/2024  
DUCKLINGTON LANE  
Proposal : Replacement single-storey rear extension.  
Observations : Witney Town Council has no objections regarding this application.

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357- 8 WTC/088/24 Plot Ref :-24/01278/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 05/06/2024  
Location :- 76 OLLEY CRESCENT Date Returned :- 25/06/2024  
OLLEY CRESCENT  
Proposal : Erection of single-storey side extension.  
Observations : While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that

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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.

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357- 9 WTC/089/24 Plot Ref :-24/01343/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 05/06/2024  
Location :- 29 FETTIPLACE ROAD Date Returned :- 25/06/2024  
FETTIPLACE ROAD  
Proposal : Erection of single-storey front extension to form enlarged porch with ground floor WC.  
Observations : Witney Town Council has no objections regarding this application.

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357- 10 WTC/090/24 Plot Ref :-24/01200/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 05/06/2024  
Location :- 39 BURFORD ROAD Date Returned :- 26/06/2024  
BURFORD ROAD  
Proposal : Erection of 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.

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357- 11 WTC/091/24 Plot Ref :-24/01400/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 17/06/2024  
Location :- 33 BURFORD ROAD Date Returned :- 26/06/2024  
BURFORD ROAD  
Proposal : Erection of two-storey side extension, single-storey/two-storey rear extension with internal alterations and erection of detached gym building.  
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, and a full drainage plan be submitted due to the size of the extensions, to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

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357- 12 WTC/092/24 Plot Ref :-24/01448/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 17/06/2024  
Location :- 75 OXLEASE Date Returned :- 25/06/2024  
OXLEASE  
Proposal : Erection of front porch.  
Observations : Whilst Witney Town Council does not object to the erection of a front porch, it is concerned about the description of this application. A new flue is indicated on the plans, but no further information is provided on this. Members note there is no mention of the use of this new flue in the sustainability statement, and would like further clarification.

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357- 13 WTC/093/24 Plot Ref :-24/00939/FUL Type :- FULL  
Applicant Name :- . Date Received :- 17/06/2024  
Location :- 45 CORN STREET Date Returned :- 25/06/2024  
CORN STREET  
Proposal : Erection of rear ground floor extension to existing shop, together with erection of a first floor extension to the existing maisonette with a modified external stair case. Removal of garage and conversion of outbuildings to create a one bedroom single storey dwelling  
Observations : Witney Town Council has no objections regarding this application and inclusion of a single dwelling property.

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357- 14 WTC/094/24 Plot Ref :-24/01427/LBC Type :- LISTED BUI  
Applicant Name :- . Date Received :- 17/06/2024  
Location :- 62 WEST END Date Returned :- 25/06/2024  
WEST END  
Proposal : Internal and external alterations including changes to the external fabric of the house, erection of single storey rear extension replacing lean-to conservatory and install black plastic guttering  
Observations : Witney Town Council has no objections regarding this application.

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357- 15 WTC/095/24 Plot Ref :-24/01438/S73 Type :- VARIATION  
Applicant Name :- . Date Received :- 17/06/2024  
Location :- LAND AT WEST WITNEY Date Returned :- 25/06/2024  
DOWNS ROAD  
Proposal : Variation of condition 9 of permission 19/02011/RES to allow the updated landscaping scheme  
Observations : Witney Town Council has no objections regarding this application.

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357- 16 WTC/096/24 Plot Ref :-24/01514/ADV Type :- ADVERTISIN  
Applicant Name :- . Date Received :- 17/06/2024  
Location :- UNIT 25 WOOLGATE SHOPPING Date Returned :- 25/06/2024  
CNTR  
WOOLGATE SHOPPING CENTRE  
Proposal : Replacement of existing signage with internally illuminated letters, internally illuminated fascia sign, wall mounted shopping hours sign and addition of vinyl window graphics  
Observations : Witney Town Council has no objections regarding this application.

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357- 17 WTC/097/24 Plot Ref :-24/01515/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 17/06/2024  
Location :- 65 WINFIELD DRIVE Date Returned :- 25/06/2024  
WINFIELD DRIVE  
Proposal : Erection of garden wall to rear and side boundary.  
Observations : Witney Town Council objects to this application, as feel the removal of green space from the estate is not in keeping with the character and will create an urban feel to the area, contrary to policy OS4 of WODC LP2031. Furthermore, by removing this green area permeable drainage land will be lost, which also helps absorb heat and reduce light reflecting from the road during hot spells.

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The Meeting closed at : 6:50pm

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

On behalf of :- Witney Town Council