

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



**Tuesday, 28th January, 2025 at 6.00 pm**

To members of the Climate, Biodiversity & Planning Committee - A Bailey, G Meadows, T Ashby, J Aitman, S Simpson, G Doughty, J Doughty and R Smith (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.

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](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 Committee 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 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. **Oxfordshire County Council - ANPR Enforcement Consultation** (Pages 5 - 8)

To action the resolution made at the meeting of the Council on 6 January 2025 which referred the submission content of the consultation to the Climate, Biodiversity & Planning Committee. (Minute Number 006 Refers)

Details of the consultation can be found at :

[https://letstalk.oxfordshire.gov.uk/countywide\\_anpr2024](https://letstalk.oxfordshire.gov.uk/countywide_anpr2024)

6. **Church Green & Corn Street proposed parking restrictions** (Pages 9 - 11)

To note the recommendations made to the Oxfordshire County Council cabinet member for transport management on 23 January 2025 regarding the proposed residents permit and shared use scheme.

7. **Land West of Downs Road, Witney** (Pages 12 - 14)

To receive correspondence advising of the submission of a planning application in the neighbouring Parish of Curbridge for 370 homes.



Town Clerk



4 . 5      **WTC/016/25**      Plot Ref :- 24/03240/FUL      Type :- FULL  
Applicant Name :- .      Date Received :- 16/01/2025  
Parish :- CENTRAL      Date Returned :-  
Location :- WITNEY COMMUNITY      Agent  
                 HOSPITAL  
                 WELCH WAY  
Proposals :- Proposed cycle store and associated works.  
Observations :-

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4 . 6      **WTC/017/25**      Plot Ref :- 24/03227/HHD      Type :- HOUSEHOL  
Applicant Name :- .      Date Received :- 16/01/2025  
Parish :- NORTH      Date Returned :-  
Location :- 50 NEW YATT ROAD      Agent  
                 NEW YATT ROAD  
Proposals :- Erection of two storey rear and side extension, single storey side  
                 extension, replacement doors and windows and associated  
                 landscape work.  
Observations :-

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4 . 7      **WTC/018/25**      Plot Ref :- 25/00055/HHD      Type :- HOUSEHOL  
Applicant Name :- .      Date Received :- 22/01/2025  
Parish :- SOUTH      Date Returned :-  
Location :- 38 ORCHARD WAY      Agent  
                 ORCHARD WAY  
Proposals :- Erection of two storey side and single storey rear extensions.  
Observations :-

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# Agenda Item 5

**From:** Oxfordshire County Council

**Sent:** 17 December 2024 10:14

**Subject:** CONSULTATION – Countywide proposed Traffic Restriction ANPR Camera Enforcement

We are writing to seek your views on the proposal to install 'Automatic Number Plate Recognition' (ANPR) cameras at a number of locations across the County to help enforce the current restrictions in place.

Using intelligence provided by Thames Valley Police, traffic & congestion monitoring, and members of the public - the council has identified several sites (see attached selection criteria) they consider appropriate for enforcement on the basis of ensuring the safety of road users, and to minimise congestion on the road network.

The proposed sites have existing restrictions in place and ANPR enforcement will help the Council better enforce these, and are as follows:

| Locality     | Location                      | Contravention Type | Notes   |
|--------------|-------------------------------|--------------------|---|
| Abingdon     | Bath Street into Stratton Way | Banned Right Turn  |   |
| Abingdon     | Stratton Way into Bath Street | Banned Right Turn  |   |
| Banbury      | Rother Road                   | No Entry           | Except buses  |
| Bicester     | Sheep Street                  | No Entry           |   |
| Bicester     | Sheep Street                  | Pedestrian Zone    | Except permit holders, blue badge holders, and for loading. |
| Didcot       | Lydalls Road                  | One Way            |   |
| Didcot       | Lydalls Road                  | No Entry           |   |
| Didcot       | Station Road                  | Bus Gate           |   |
| Faringdon    | Market Place                  | No Motor Vehicles  | Except buses, taxis, and HGVs for loading.                  |
| Kidlington   | A44                           | Banned U-Turn      |   |
| Kidlington   | High Street                   | Pedestrian Zone    | Except permit holders, blue badge holders, and for loading. |
| Marsh Baldon | Baldon Lane                   | No Motor Vehicles  | Except for access.  |
| Oxford       | A420 into St Clements         | Bus Lane           |   |
| Oxford       | Barracks Lane                 | No Motor Vehicles  |   |
| Oxford       | North Way                     | Banned U-Turn      |   |
| Oxford       | North Way into Jackson Road   | Banned Left Turn   |   |
| Oxford       | Rectory Road                  | No Entry           |   |
| Oxford       | St Clements                   | Bus Lane           |   |
| Oxford       | West Way/Botley Road          | Bus Lane           |   |
| Witney       | Market Square/High Street     | No Motor Vehicles  | Except buses, taxis, blue badge holders, and for loading.   |

The expected benefits for ANPR enforcement at these sites include, but are not limited to, the following:

- Further reduce contraventions by motorists (particularly two-wheeled motor vehicles),
- Improved safety for pedestrians & cyclists,
- Improved motorist safety,
- Time saving for emergency vehicles, and
- Improved traffic flow at peak time periods.

Under the proposed enforcement, motorists who contravene the restriction may be subject to a Penalty Charge Notice (PCN) payable at a rate of £70, discounted to £35 if paid within 21 days. An appeals process is in place for motorists who believe a PCN has been issued unfairly. Further details – including plans of the proposed locations – are also available to view on the Councils consultation portal at the address below:

[https://letstalk.oxfordshire.gov.uk/countywide\\_anpr2024](https://letstalk.oxfordshire.gov.uk/countywide_anpr2024)

Any objections or other representations on the proposals should be submitted by **Friday 31st January 2025**.

**Note.** parish & town councils and local Cllrs (County, District, Parish etc..) are all encouraged to use the information contained within & attached to this email to publicise the proposals locally amongst their residents as necessary

## Traffic Management Act 2004

### Part 6 Powers – Civil Enforcement of Moving Traffic Offences

#### **Site Selection Criteria**

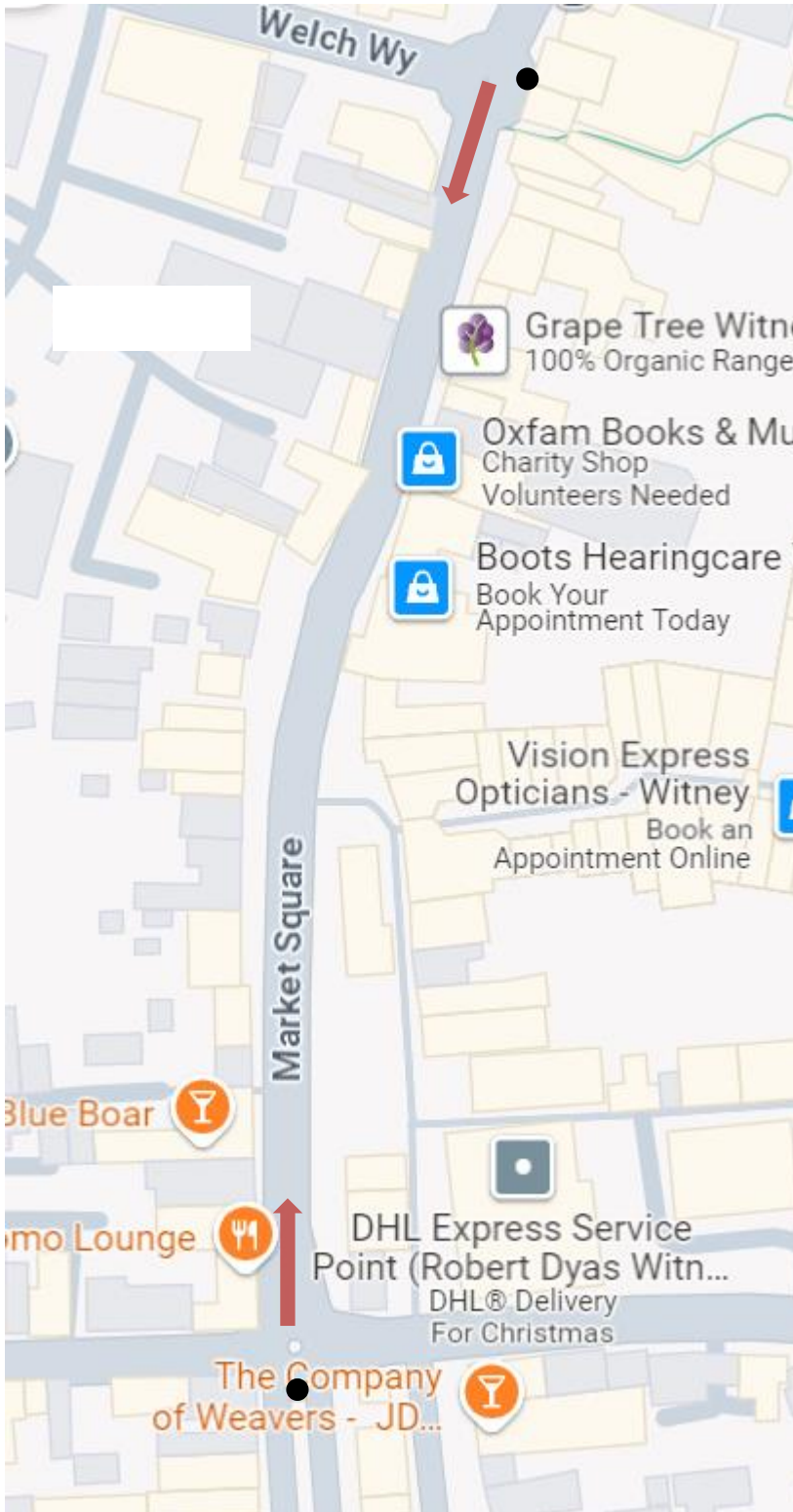
1. Part 6 enforcement of Traffic Regulation Orders will be subject to:
  - a. Full communication and engagement with the local county councillor and town or parish council.
  - b. Support from Thames Valley Police for powers to be enacted.
  - c. A legal and enforceable Traffic Regulation Order.
  - d. Designed to maximise clarity and understanding to members of the public.
  - e. An Equality and Climate Impact Assessment. (ECIA).
  - f. A public consultation as part of the process.
  
2. Locations should be:
  - i. Identified as being subject of regular contravention of the Traffic Regulation Order as determined by advice from Thames Valley Police or on-site observations; and
  - ii. Unable to practically, and at reasonable cost, make physical changes to make the order self-enforcing (avoiding the need for part 6 camera enforcement); and
  - iii. Support the overall ambitions within the Local Transport & Connectivity Plan, Network Management Plan and developing Area Strategies; and/or
  - iv. Be adjacent or close to a bus route; and/or.
  - v. Have recorded evidence of accidents, or ancillary information relating to accidents of near misses; and/or
  - vi. Support the success of wider initiatives being implemented such as, but not limited to, Schools Streets, Low Traffic Neighbourhoods, Bus Journey Time Improvement.

Keith Stenning – Head of Service (Network Management)  
January 2022

Location: Market Square, Witney

Contravention: No motor vehicles

Signage:



● Proposed ANPR camera location



Division(s) affected: *Witney*

## **DELEGATED DECISIONS BY CABINET MEMBER FOR TRANSPORT MANAGEMENT**

**23 JANUARY 2025**

### **WITNEY: CHURCH GREEN & CORN STREET – PROPOSED RESIDENTS PERMIT & SHARED USE PARKING PROVISION**

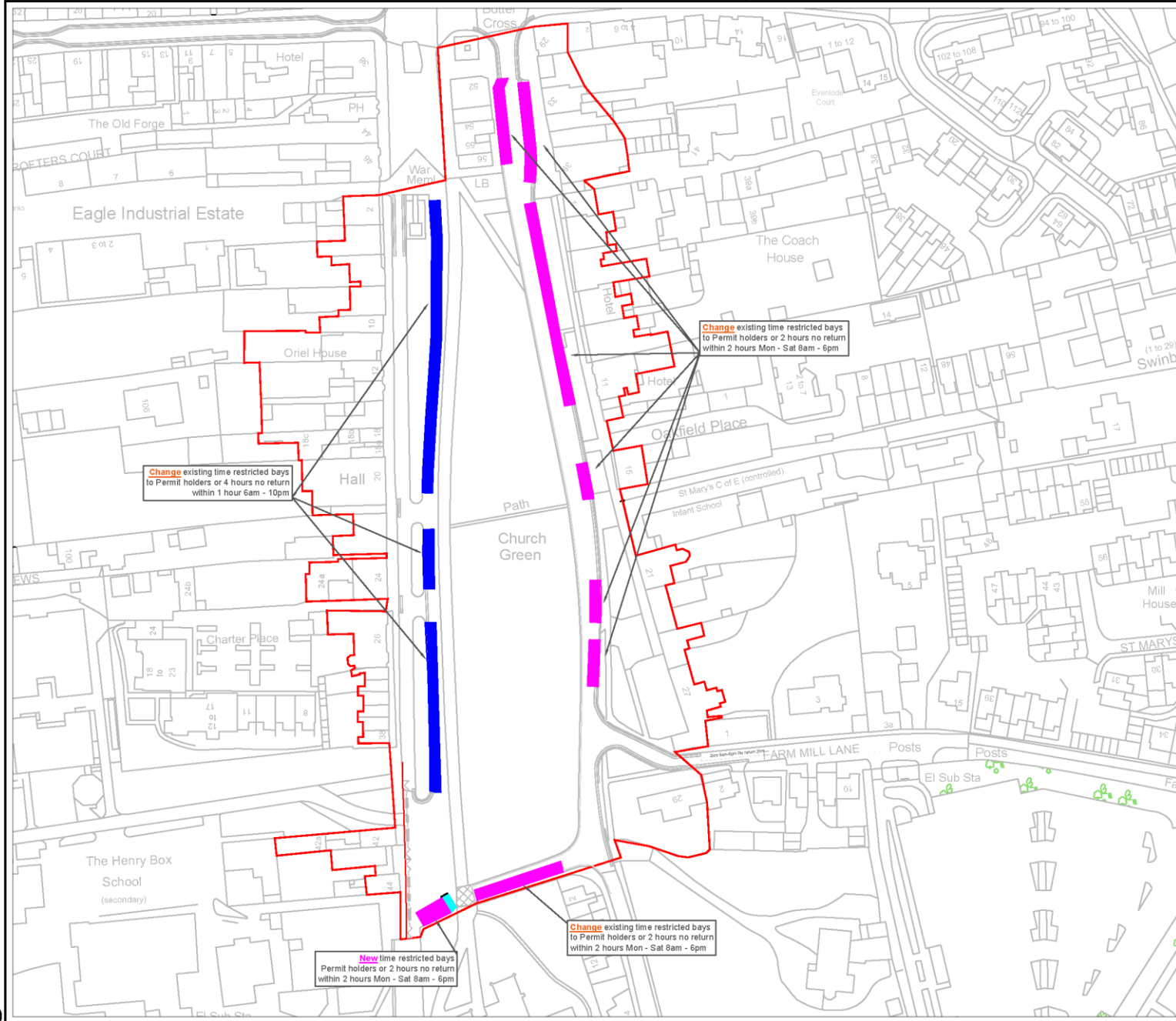
Report by Director of Environment and Highways

#### **RECOMMENDATIONS**

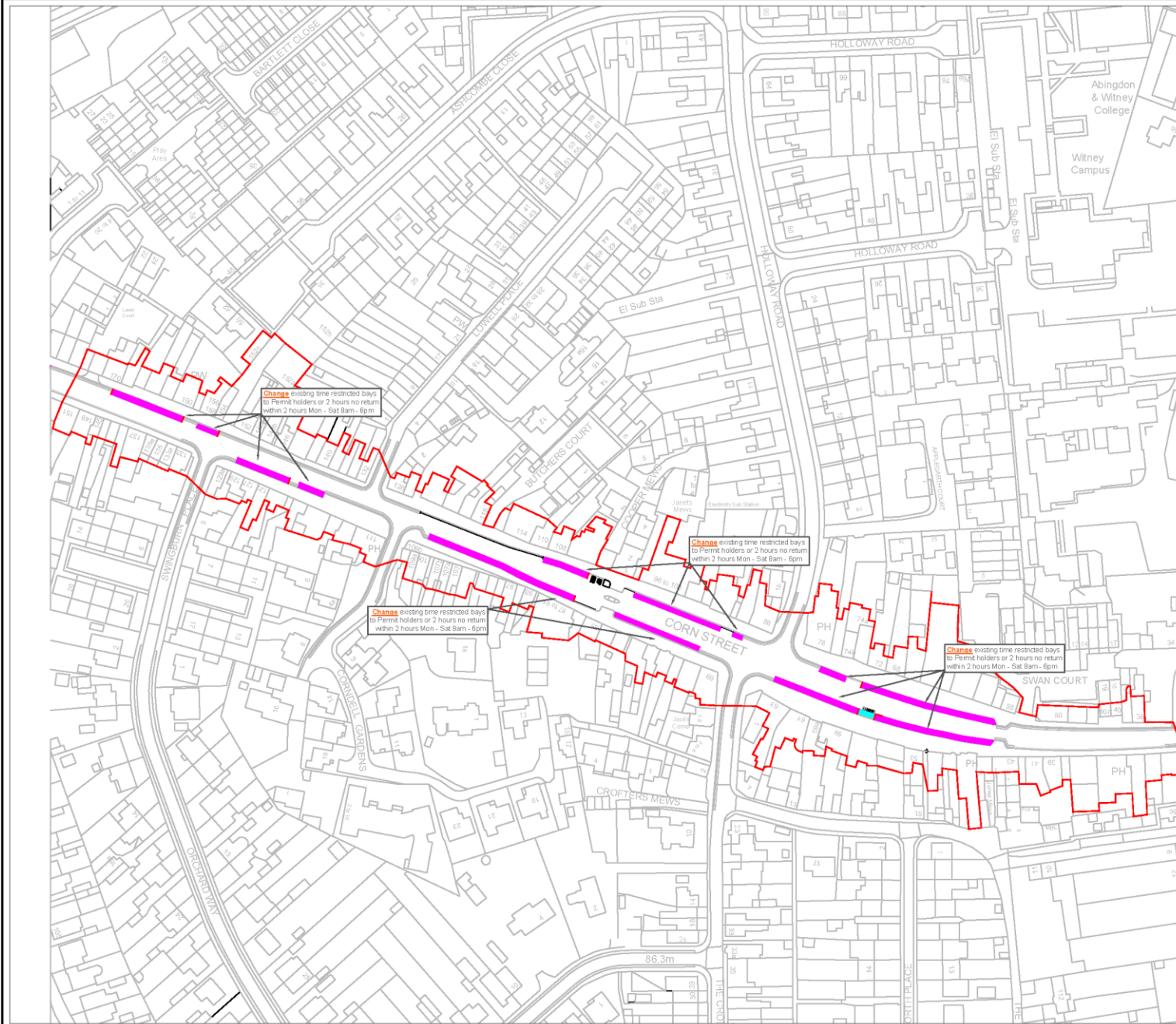
The Cabinet Member is **RECOMMENDED** to:

Approve the introduction of parking controls Witney as follows:

- a) The introduction of parking places on Church Green (eastern arm and southern arm) for permit holders (WY) or 2-hour maximum stay for non-permit holders during the hours of 8am to 6pm, Monday to Saturday.
- b) The introduction of parking places on Corn Street (both sides) for permit holders (WY) or 2-hour maximum stay for non-permit holders during the hours of 8am to 6pm, Monday to Saturday.
- c) The introduction of parking places on Market Street (both sides) for permit holders (WY) or 2-hour maximum stay for non-permit holders during the hours of 8am to 6pm, Monday to Saturday.
- d) The introduction of parking places on Church Green (central arm) for permit holders (WY) or 4-hour maximum stay for non-permit holders during the hours of 6am to 10pm, daily.
- e) To include property Nos.2–20 (even numbers) Station Lane in the schedule of eligible properties for the issue of a CH permit.
- f) To include property Nos.1–24 Charter Place in the schedule of eligible properties.
- g) To include all properties in Marlborough Lane in the schedule of eligible properties.



|   |            |  |               |         |          |
|---|------------|--|---------------|---------|----------|
| Drawing No.   |            | Revision 0   |               |         |          |
| <b>KEY</b>  |            |  |               |         |          |
| —   |            | EXISTING 'No waiting at any time' (Double yellow lines)  |               |         |          |
| —   |            | Existing 'No waiting Mon-Sat 8am-6pm' (Single yellow line)   |               |         |          |
| ■   |            | Existing disabled parking bay to remain  |               |         |          |
| ■   |            | Proposed dual use parking bays Permit holders or 2 hours no return within 2 hours Mon - Sat 8am-6pm  |               |         |          |
| ■   |            | Proposed dual use parking bays Permit holders or 4 hours no return within 1 hour 6am - 10pm  |               |         |          |
| —   |            | Properties eligible for resident or visitor permits  |               |         |          |
| <b>SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION</b>   |            |  |               |         |          |
| IN ADDITION TO THE HAZARDS/RISKS NORMALLY ASSOCIATED WITH THE TYPES OF WORK DETAILED ON THIS DRAWING, NOTE THE FOLLOWING SIGNIFICANT RESIDUAL RISKS |            |  |               |         |          |
| CONSTRUCTION<br>(ENTER 'NONE' IF APPLICABLE)  |            |  |               |         |          |
| MAINTENANCE/CLEANING<br>(ENTER 'NONE' IF APPLICABLE)  |            |  |               |         |          |
| USE<br>(ENTER 'NONE' IF APPLICABLE)   |            |  |               |         |          |
| DECOMMISSIONING/DEMOLITION<br>(ENTER 'NONE' IF APPLICABLE)  |            |  |               |         |          |
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| Rev.  | Date       | Purpose of revision  | Drawn         | Checked | Approved |
|   |            |  |               |         |          |
|   |            | Paul Farmer<br>Director of Environment & Highways<br>Oxfordshire County Council<br>County Hall<br>New Road<br>Oxford<br>OX1 1ND<br>Tel 0845 310 1111 |               |         |          |
| <b>Project title</b>  |            | CHURCH GREEN WITNEY<br>PARKING RESTRICTION<br>DESIGN OPTIONS   |               |         |          |
| <b>Drawing title</b>  |            | CHURCH GREEN WITNEY<br>PROPOSED PARKING RESTRICTION<br>CHANGES<br>DUAL USE & PERMIT HOLDERS PARKING  |               |         |          |
| <b>Drawing Status</b>   |            |  |               |         |          |
| Scale @ A3  | Drawn by   | Checked by   | Approved by   |         |          |
| 1:1200  | EP         | EP   |               |         |          |
|   | Date drawn | Date checked   | Date approved |         |          |
|   | AUG 2024   |  |               |         |          |
| Oxfordshire Project No. & File Ref  |            |  |               |         |          |
| Drawing No.   |            | Revision 0   |               |         |          |



|   |            |  |              |               |            |
|---|------------|--|--------------|---------------|------------|
| Drawing No.   |            | revision 0   |              |               |            |
| <b>KEY</b>  |            |  |              |               |            |
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| USE<br>(ENTER 'NONE' IF APPLICABLE)   |            |  |              |               |            |
| DECOMMISSIONING/DEMOLITION<br>(ENTER 'NONE' IF APPLICABLE)  |            |  |              |               |            |
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| Rev.  | Date       | Purpose of revision  | Drawn        | Checked       | Approved   |
|   |            |  |              |               |            |
|   |            | Paul Farmer<br>Director of Environment & Highways<br>Oxfordshire County Council<br>County Hall<br>New Road<br>Oxford<br>OX1 1ND<br>Tel 0845 310 1111 |              |               |            |
| <b>Project title</b>  |            | CORN STREET, WITNEY<br>PARKING RESTRICTION<br>DESIGN OPTIONS   |              |               |            |
| <b>Drawing title</b>  |            | CORN STREET, WITNEY<br>PROPOSED PARKING RESTRICTION<br>CHANGES<br>DUAL USE & PERMIT HOLDERS PARKING  |              |               |            |
| <b>Drawing Status</b>   |            |  |              |               |            |
| Scale @ A3  | Drawn by   | EP   | Checked by   | Approved by   |            |
| 1:1500  | Date drawn | AUG 2024   | Date checked | Date approved |            |
| Oxfordshire Project No. & File Ref  |            |  |              |               |            |
| Drawing No.   |            |  |              |               | Revision 0 |

Witney Town Council  
51B Market Square  
Witney  
Oxfordshire  
OX28 6AG

By email: [info@witney-tc.gov.uk](mailto:info@witney-tc.gov.uk)

16th January 2025

Dear Cllrs,

**Re: Notification of submission of Outline Planning Application for proposals Land west of Downs Road, Witney**

I write following our discussion with Members of Witney Town Council in October 2023, as part of a wider consultation exercise to introduce Hallam Land and their role in bringing forward development proposals on land west of Downs Road Witney.

Our meeting (via Microsoft Teams) with Witney Town Council was valuable and helped the team to understand the aspirations of the community including in respect to community facilities and open space uses particularly in the context of the facilities provided at the recent development at Windrush Place.

Following consultation and feedback, Hallam Land has submitted a planning application to West Oxfordshire District Council seeking outline planning permission for a residential development for up to 370 homes including affordable homes. This is reduced in number from what was previously consulted upon, but still delivers significant areas of green open space to provide a new parkland resource, formal and informal play and recreation provision (including informal kick about space, allotments and leisure routes), sustainable surface water drainage, delivery of net biodiversity gain and effective and permanent landscape offset from the settlement of Minster Lovell to the west of Witney.

The Illustrative Masterplan is provided for information.

The site is already served by an appropriate and suitable highway access that includes provision for pedestrian, cycle and bridle users and this will help support the early delivery of the site and indeed its benefits to the local area such as a mix of new homes, including affordable and local open space and recreation and leisure provision for the new and existing communities.

Hallam has been in close dialogue with West Oxfordshire District Council and mindful of the emerging local plan review, Hallam will continue to work with the Council and its stakeholders to ensure these proposals are complementary to the wider growth of Witney and that connections are designed in and appropriate contributions to infrastructure are secured.

Witney Town Council will be formally notified of the application submission and will have the opportunity to make formal

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representations to West Oxfordshire District Council, however, we wanted to make you aware of the submission and would of course be happy to discuss the proposals further should that be welcomed.

If you have any questions, please do not hesitate to contact us.

Yours faithfully



Tom Kimber  
Senior Associate

Email: [tkimber@davidlock.com](mailto:tkimber@davidlock.com)



| Rev  | Description | Date |
|--|-------------|------|
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Client:

Land West of Downs Road, Witney

**Illustrative Masterplan**

|         |                        |                           |                        |
|---------|------------------------|---------------------------|------------------------|
| NTS@A2: | Drawn:<br><b>MP MG</b> | Designed:<br><b>JD SH</b> | Approved:<br><b>FP</b> |
|---------|------------------------|---------------------------|------------------------|

|  |                       |                          |
|--|-----------------------|--------------------------|
| Drawing Number:<br><b>HLMO47 / 036</b> | Revision:<br><b>D</b> | Date:<br><b>06.01.25</b> |
|--|-----------------------|--------------------------|

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01908 666276 mail@davidlock.com davidlock.com



Appendix