

Planning & Development Committee Meeting of Witney Town Council



Tuesday, 3rd June, 2025 at 6.00 pm

To members of the Planning & Development Committee - G Doughty, J Aitman, J Doughty, G Meadows, R Smith and D Temple (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 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 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 confirmed to 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. Minutes (Pages 3 - 15)

a) To adopt and sign as correct the minutes of the Climate, Biodiversity & Planning Committee meeting held on 22 April and the new Planning & Development Committee meeting on 13 May 2025.

b) Matters arising from the minutes of 22 April and 13 May 2025.

4. **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.

5. **Committee Terms of Reference** (Pages 16 - 18)

To review the Committee Terms of Reference (TOR) for the new municipal year.

6. **Planning Applications** (Page 19)

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

7. **Planning Decisions** (Pages 20 - 21)

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

8. **Application for a New Premises Licence - SA Spaza Supplies UK Ltd, 38b High Street, Witney** (Pages 22 - 40)

To consider application W/25/00467/PRMA for a New Premises Licence at SA Spaza Supplies UK Ltd, 38b High Street, Witney, under the Licensing Act 2003.



Town Clerk