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PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 12 May 2026

At 6.00 pm in the Virtual Meeting via MS Teams - Virtual Meeting

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman R Smith	J Treloar
Officers:	Adam Clapton Derek Mackenzie	Deputy Town Clerk Senior Administrative Officer & Committee Clerk
Others:	One member of the public.	

P236 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor G Meadows.

P237 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or officers.

P238 PUBLIC PARTICIPATION

The Committee adjourned for this item.

The committee received representations from the applicant of Planning application 25/02661/OUT.

The Committee reconvened.

P239 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.

P240 **APPLICATION FOR NEW PAVEMENT LICENCE - THE EDGE EATERY, HIGH STREET W/26/00390/PAVLIC**

The Committee noted the Pavement Licence Application for The Edge Eatery, 62a High Street under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, by prior agreement, documents were circulated electronically to members of this Committee.

Resolved:

To note that, a No Objection response was forwarded to the Licencing team at West Oxfordshire District Council on 6 May 2026.

P241 **WITNEY SHORES GREEN - CONSULTATION ON PROPOSED ACCESS TO WITNEY TRAFFIC IMPROVEMENTS**

The Committee received and considered the request for comment on the proposed access to Witney traffic improvements. The following response was agreed for submission to the consultation.

Witney Town Council is supportive of the proposed traffic measures associated with the completion of the new Shores Green junction to the east of Witney.

This position reflects the view that the measures have the potential to contribute positively to road safety in the surrounding area. In particular, it was thought that the introduction of revised traffic arrangements and speed management would likely assist in reducing the likelihood and severity of collisions.

The proposed changes are also noted in the context of planned development in the Oxford Hill and Cogges area. The Council considers it appropriate that traffic management measures are introduced in advance of this growth, to help ensure that the highway network is suitably prepared to accommodate future demand. This forward-looking approach would support the effective functioning of the road network the agreed development moves forward.

The proposed reduction in speed limits, including on the approach to the single carriageway section near Hill Farm, is supported in principle as a proportionate measure to reflect local road conditions and its anticipated usage.

It is also recognised that lower vehicle speeds can contribute to environmental benefits, including the potential for improvements in local air quality, particularly in an area of existing and proposed residential development.

Overall, the Council considers that the proposals represent a reasonable and balanced approach to managing traffic in this location, and is content to support their implementation, subject to appropriate monitoring and any necessary future adjustment.

Resolved:

That, the response be submitted to Oxfordshire County Council.

P242 **APPLICATION FOR NEW PAVEMENT LICENCE - THE PLOUGH, 98 HIGH STREET
W/26/00452/PAVLIC**

The Committee received and considered an application for a pavement licence for The Plough, 98 High Street.

Resolved:

That, a No Objection response be forwarded to the licencing team at West Oxfordshire District Council.

The meeting closed at: 6.31 pm

Chair

Witney Town Council

Planning Minutes - 12 May 2026

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239- 1 26/047 Plot Ref :-26/00794/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 22/04/2026
Location :- 2 Burwell Drive Date Returned :- 13/05/2026
Proposal : Variation of condition 3 of planning permission 20/03058/HHD to allow amendments to materials of the side extension cladding from timber to composite, and alterations to window and door colour
Observations : Witney Town Council has no objections regarding this application.

239- 2 26/048 Plot Ref :-25/02661/OUT Type :-
Applicant Name :- . Date Received :- 22/04/2026
Location :- 61 Mirfield Road Date Returned :- 13/05/2026
Proposal : Outline application with all matters reserved for the erection of 1 self build dwelling. (Amended description)
Observations : Witney Town Council has no objections regarding this application.

239- 3 26/049 Plot Ref :-26/00913/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 24/04/2026
Location :- 4 Tetbury Drive Date Returned :- 13/05/2026
Proposal : Conversion of garage to living space with addition of windows to the side elevation
Observations : Witney Town Council has no objections regarding this application.

239- 4 26/050 Plot Ref :-26/00925/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 24/04/2026
Location :- 26 South Lawn Date Returned :- 13/05/2026
OX28 5HX
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.

239- 5 26/051 Plot Ref :-26/00921/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 24/04/2026
Location :- 19 Stanton Close Date Returned :- 13/05/2026
Proposal : Conversion of loft to living space with addition of rear dormer, front rooflight, and associated works
Observations : Witney Town Council has no objections regarding this application.

239- 6 26/052 Plot Ref :-326/00908/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 27/04/2026
Location :- 107 High Street Date Returned :- 13/05/2026
Proposal : Removal of condition 1 of 10/1077/P/S73 which restricts occupancy, and variation of condition 2 of W2000/0406 to allow for additional parking facilities
Observations : Witney Town Council has no objections regarding this application.

239- 7 26/053 Plot Ref :- 26/00849/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 27/04/2026
Location :- 37 Burford Road Date Returned :- 13/05/2026
Proposal : Erection of first floor extension over existing garage and 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.

239- 8 26/054 Plot Ref :-26/00997/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 28/04/2026
Location :- 24 Mary Ellis Way Date Returned :- 13/05/2026
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.

239- 9 26/055 Plot Ref :-26/01011/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 29/04/2026
Location :- Witney Service Station Date Returned :- 13/05/2026
Welch Way
Proposal : Erection of D6 digital internally illuminated advertisement display.
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

239- 10 26/056 Plot Ref :-26/01026/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 30/04/2026

Location :- 62 Burwell Meadow Date Returned :- 13/05/2026

Proposal : Erection of two storey extention, extention of single storey rear extention to replace conservatory, and associated works.

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 Meeting closed at : 6:31pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council