

Public Document Pack

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 14 July 2026

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

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman	J Treloar
	G Meadows	R Smith
	D Temple	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
Others:	One member of the public. Two Officers of Oxfordshire county Council Councillor Rachel Crouch	

P385 APOLOGIES FOR ABSENCE

No apologies for absence were received.

Cllr R Crouch attended as a non-Committee Member to represent residents in Witney South Ward on agenda item 9.

P386 DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

P387 PUBLIC PARTICIPATION

The Committee adjourned for this item.

The Committee received a presentation from the Oxfordshire County Council Senior Project Manager regarding agenda item 10. They heard about the proposed Electric Vehicle (EV) charging-only parking spaces scheme. Ms Figueredo provided additional background the project, outlined the future ambitions of the wider countywide programme, and gave further detail on the specific proposals for Church Green.

Members asked questions to gather further details ahead of a debate on the subject.

The Committee reconvened.

P388 **ELECTRIC VEHICLE CHARGING PARKING SPACES**

With the permission of the Chair, this item was moved up the agenda so the OCC Officers and the member of public could hear the discussion and outcome.

The Committee had received a presentation from OCC regarding proposals for dedicated EV charging parking spaces at Church Green.

Members discussed the growth in EV ownership and agreed that charging infrastructure was needed for residents without off-street parking. However, Members noted concerns about the loss of parking spaces in an area that was heavily utilised particularly by Church Green permit-holders, the actual current need within this vicinity, but acknowledging that EV uptake was often dependent on charging infrastructure being available first.

Members had heard that the proposal could potentially be reduced from six spaces to four, although any further reduction would make the scheme financially unviable. Whilst recognising that the charging points would align with the Town Council's own environmental priorities and provide futureproofing for increased EV ownership, concerns remained regarding the impact on parking availability for non-electric vehicles, the effect on the character of Church Green, and potential mis use during school drop-off and pick-up periods so the Committee was therefore not supportive of the proposal.

The Committee expressed a preference for higher-powered charging facilities in more strategic locations and suggested that alternative sites identified by OCC should be considered ahead of Church Green. Members also recommended that all Town Councillors, local residents, and affected permit holders be encouraged to submit comments to OCC as part of the consultation process.

The Committee agreed the following response be submitted:

Witney Town Council supports the principle of increasing access to electric vehicle charging infrastructure and recognises the important role such infrastructure will play in supporting the transition to lower-emission transport.

*However, the Council **objects** to the current proposal for Church Green and requests that Oxfordshire County Council reconsider both the location and scale of the scheme.*

The Council's principal concern is the loss of existing parking provision in an area that already experiences significant parking pressures. Church Green serves local residents, visitors to the church, users of nearby facilities and school-related traffic. The proposal would remove up to six spaces from general use and dedicate them exclusively to electric vehicle charging. The Council considers this a substantial loss of parking capacity in a location where parking is currently fully utilised throughout the day and where available spaces are already at a premium.

Members expressed particular concern regarding the impact on permit holders. The residents' parking scheme was introduced in Church Green and Corn Street to address longstanding parking issues experienced by local residents and to improve their ability to park close to their homes. The proposed conversion of six permit-holder spaces into EV-only bays would reduce the availability of parking for residents who do not own electric vehicles and may have no realistic prospect of doing so in the short term. Members were concerned that this could undermine some of the intended benefits of the recently introduced permit parking scheme.

The Council also questions whether the allocation of six dedicated EV charging bays is proportionate to current demand within the immediate area. Whilst future demand for EV charging may grow, Members considered there to be insufficient evidence that the removal of six valuable parking spaces is currently justified. If charging infrastructure is considered necessary in this location, a smaller number of bays may represent a more balanced and proportionate approach.

Members further expressed concern regarding the suitability of Church Green as a location. Church Green forms part of one of Witney's most historic and sensitive areas and makes an important contribution to the character and appearance of the town's conservation area. The Council believes particular care should be taken before introducing additional street furniture and associated infrastructure into this setting.

The Council also identified concerns regarding the practical enforcement of EV-only parking restrictions. Given the proximity of the church, local schools and other town-centre destinations, there is a risk that the bays may be occupied by vehicles that are not charging, whether for short stays or longer periods. This raises questions regarding the effectiveness of enforcement and the potential for conflict between residents, visitors and EV users.

The Council would therefore encourage Oxfordshire County Council to investigate alternative locations where EV charging infrastructure could be delivered with less impact on resident parking. Members noted that public car parks, charging hubs, or locations with lower existing parking demand may provide a more appropriate solution.

Should Oxfordshire County Council wish to proceed at Church Green, the Council would strongly encourage a reduction in the number of dedicated bays together with a comprehensive review period to assess actual demand and usage before any further expansion is considered.

*For these reasons, Witney Town Council **objects** to the proposal in its current form.*

Resolved:

That, the agreed response be submitted.

*The member of the public left the meeting at 6:22pm
The two non-councillors left the meeting at 6:34pm*

P389 **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.

P390 **APPLICATION FOR NEW PAVEMENT LICENCE - ROOTS & STONE, 53 HIGH STREET, WITNEY**

The Committee received and considered an application for a pavement licence for Roots & Stone, 53 High Street.

Resolved:

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

P391 APPLICATION FOR A NEW PREMISES LICENCE - 888 DRIP & VAPE, 62 CORN STREET, WITNEY

The Committee received the application from 888 Drip & Vape, 62 Corn Street, Witney for a new premises licence.

Witney Town Council objects to the application on the grounds that it does not adequately promote the licensing objective of the protection of children from harm under the Licensing Act 2003.

Whilst acknowledging that the sale of alcohol, vaping products and tobacco-related products is lawful, The Council has concerns regarding the proposed layout of the premises. Children visiting the shop to purchase everyday items such as confectionery, crisps and soft drinks would be required to pass displays of vaping products, smoking-related paraphernalia and, if this application is granted, alcohol. Locating alcohol alongside products that are commonly purchased by children would increase their exposure to age-restricted goods during routine visits to the premises.

The Council considers this level of visibility does not demonstrate sufficient regard for the protection of children from harm.

Witney Town Council therefore objects to the application and asks the Licensing Authority to encourage the applicant to consider reconfiguring the layout to provide a clearer separation between age-restricted products and goods primarily purchased by children.

Resolved:

That, the Council submit the above response to this application.

P392 NOTIFICATION OF PLANNING APPEAL 17 SPRINGFIELD OVAL, WITNEY - OUTBUILDING ONE

The committee received details of an appeal that had been lodged against a planning enforcement notice for Outbuilding One at 17 Springfield Oval.

Resolved:

That, the appeal be noted.

P393 NOTIFICATION OF PLANNING APPEAL 17 SPRINGFIELD OVAL, WITNEY - OUTBUILDING TWO

The committee received details of an appeal that had been lodged against a planning enforcement notice for Outbuilding Two at 17 Springfield Oval.

Resolved:

That, the appeal be noted.

Cllr D Temple left the meeting at 7:23pm having spoken in support of the decision made on the following item

P394 **QUIET LANES**

The Committee received and considered the further information regarding the Oxfordshire County Council's Quiet Lanes Scheme following the submission of an expression of interest at the previous meeting; this being for a section of Station Lane to be considered as an experimental pilot area.

A Ward Member reported that they had met with residents to discuss the proposal. While residents welcomed the opportunity to consider measures to improve the area, they expressed the view that the proposed scheme would not achieve the outcomes they were seeking and were therefore not in support. Members also noted that the additional information provided indicated the pilot would extend beyond comparable schemes elsewhere by restricting access to all vehicles, giving rise to concerns regarding access for emergency services and residents.

Following discussion, Members unanimously agreed not to progress the expression of interest any further.

Resolved:

1. That, the correspondence be noted and,
2. That, Oxfordshire County Council be advised that the Council does not wish to proceed with the request.

The meeting closed at: 7.25 pm

Chair

Witney Town CouncilPlanning Minutes - 14 July 2026

389

389- 1 26/077

389- 2	26/078	Plot Ref :-26/01287/FUL	Type :-	FULL
	Applicant Name :-		Date Received :-	15/06/2026
	Location :-	10 Tungsten Park OX29 0AX	Date Returned :-	15/07/2026
	Proposal :	Erection of an external remote cooling plant enclosure to accompany the installation of an internal tornado environmental chamber.		
	Observations :	Witney Town Council has no objections regarding this application.		

389- 3 26/079 Plot Ref :-26/01398/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 15/06/2026
Location :- 8 Birdlip Close Date Returned :- 15/07/2026
OX28 5GE
Proposal : Conversion of garage to additional living space, and associated works

Observations : Witney Town Council has no objections regarding this application.

389- 4 26/080 Plot Ref :-26/01271/ADV Type :- ADVERTISIN
Applicant Name :- . Date Received :- 16/06/2026
Location :- 11 Market Square Date Returned :- 15/07/2026
OX28 6AB
Proposal : Erection of non illuminated fascia signage and one hanging sign

Observations : Witney Town Council has no objections regarding this application.

389- 5 26/081 Plot Ref :-26/01487/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 22/06/2026
Location :- 1 Robinson Lane Date Returned :- 15/07/2026
OX29 7AQ
Proposal : Erection of a single storey side extension, loft conversion with insertion of windows in gables, 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.

389- 6 26/082 Plot Ref :-26/01437/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 23/06/2026
Location :- 15 Church Green Date Returned :- 15/07/2026
OX28 4AZ
Proposal : Installation of solar panels on first floor roof.

Observations : Witney Town Council has no objections regarding this application. They welcome the proposed rood mounted solar panels which will contribute towards reducing carbon emissions and improving the energy efficiency of the property aligning with Policy CO17 (Energy Efficiency) of the WODC Local Plan 2031.

389- 7 26/083 Plot Ref :-26/01440/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 23/06/2026
Location :- 15 Church Green Date Returned :- 15/07/2026
Proposal : Internal and external works to install solar panels on first floor roof.

Observations : Witney Town Council has no objections regarding this application. They welcome the proposed rood mounted solar panels which will contribute towards reducing carbon emissions and improving the energy efficiency of the property aligning with Policy CO17 (Energy Efficiency) of the WODC Local Plan 2031.

389- 8	26/084	Plot Ref :-26/01490/HHD	Type :-	HOUSEHOLDE
Applicant Name :-			Date Received :-	01/07/2026
Location :-		10 Northfield Farm Lane OX28 1UA	Date Returned :-	15/07/2026
Proposal : Erection of a 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 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.				

389- 9	26/085	Plot Ref :-26/01565/ADV	Type :-	ADVERTISING
Applicant Name :- .		Date Received :- 03/07/2026		
Location :- 52 High Street OX28 6HQ		Date Returned :- 15/07/2026		
Proposal : Installation of externally illuminated fascia sign together with window graphics, applied internally and externally to existing glazing and non-illuminated signage and two internal poster frames to front elevation Observations : Witney Town Council objects to this application and supports the comments made by both the West Oxfordshire District Council Conservation Officer and the Planning Officer. The Council considers that the proposed signage and external graphics are inappropriate for this prominent location on one of its prominent streets within the town centre and would be out of keeping with the character and appearance of neighbouring shopfronts along the High Street. As the site is located within the Witney & Cogges Conservation Area, there is a requirement for development to preserve or enhance the character and appearance of this historic part of the town. The Council is concerned that the proposed signage introduces a design and visual appearance that does not reflect the established character of surrounding premises and would result in harm to the street scene. Given the site's location, the Council feels that it is particularly important that signage respects the historic environment and contributes positively to the appearance of the town centre. The proposed scheme fails to achieve this and would detract from the cohesive and traditional character of the area.				

389- 10	26/086	Plot Ref :-26/01555/HHD	Type :-	HOUSEHOLDE
Applicant Name :- .		Date Received :-		06/07/2026
Location :- 28 Lyneham Close OX28 5BS		Date Returned :-		15/07/2026
Proposal : Conversion of storage area of loft to create second floor bathroom, including insertion of two rooflights in side (East) elevation, raise ceiling in main area of the loft to increase head height in existing bedroom together with changes to layout to form dressing area, and replacement of timber windows in existing rear dormers.				
Observations : Witney Town Council has no objections regarding this application.				

389- 11 26/087

Plot Ref :-26/01556/LBC

Type :- LISTED BUI

Applicant Name :- .

Date Received :- 06/07/2026

Location :- 28 Lyneham Close
OX28 5BS

Date Returned :- 15/07/2026

Proposal : | Internal and external alterations to convert storage area of loft to create second floor bathroom, including insertion of two rooflights in side (East) elevation, raise ceiling in main area of the loft to increase head height in existing bedroom together with changes to layout to form dressing area, and replacement of timber windows in existing rear dormers. Associated works.

Observations : Witney Town Council has no objections regarding this application.

The Meeting closed at : 7:25pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council