

Planning & Development Committee Meeting of Witney Town Council



Tuesday, 25th August, 2026 at 6.00 pm

To members of the Planning & Development Committee - G Doughty, J Aitman, G Meadows, D Temple, J Treloar and R Smith (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting via MS Teams - Virtual Meeting** 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.

Any member of the public wishing to attend the meeting should contact the Committee Clerk derek.mackenzie@witney-tc.gov.uk in advance. Priority will be given to those who have registered to speak on an item on the agenda.

Commitment to Civility and Respect

This meeting will be conducted in accordance with Witney Town Council's commitment to the Civility and Respect Pledge. Councillors, officers and members of the public are expected to treat one another with courtesy, dignity, and respect, ensuring that debate remains professional, objective and focused on the business being discussed. Personal criticism, intimidation, or behaviour that could undermine the wellbeing of those present is inconsistent with the standards expected of the Council.

Recording of Meetings

In accordance with the Openness of Local Government Bodies Regulations 2014, public meetings may be filmed, audio-recorded, or photographed. Anyone intending to record the proceedings is asked, as a courtesy, to inform the Committee Clerk before the meeting begins.

This meeting will be broadcast live via Microsoft Teams and recorded; by attending or participating, you consent to the recording and public sharing of audio and video, which may be made available for later viewing. For details on how personal data is handled, please see the [Privacy Notice](#)

To view the meeting please follow this link [Planning & Development Committee Meeting Link 25.08.26](#)

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 8(e)(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. **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 25. Matters raised shall relate to the following items on the agenda.

4. **Planning Applications** (Pages 4 - 6)

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

5. **Witney Traffic Advisory Committee Minutes** (Pages 7 - 14)

To receive the minutes of the Witney Traffic Advisory Committee meeting held on 30 June 2026.

6. **Application for renewal of Pavement Licence - Part & Parcel, 2-4 Market Square, Witney** (Pages 15 - 16)

To note the Pavement Licence Renewal Application for Part & Parcel, 2-4 Market Square under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, documents were circulated electronically for the consideration of members of this Committee and the responses collated.

Witney Town Council submitted a no objection response to West Oxfordshire District Council on 17 August 2026.

7. **Application for renewal of pavement licence - Gail's, 17 Market Square, Witney** (Pages 17 - 18)

To note the Pavement Licence Renewal Application for Gail's, 17 Market Square under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, documents were circulated electronically for the consideration of members of this Committee and the responses collated.

The submission by Witney Town Council will be noted verbally at the meeting.

8. **West Oxfordshire District Council - Local Development Scheme (LDS) Update July 2026** (Pages 19 - 31)

To receive an update and timeline on the WODC LDS Scheme for information.



Town Clerk

5. . 5	26/105	Plot Ref :- 26/01835/FUL	Type :- FULL
	Applicant Name :- .	Date Received :- 07/08/2026	
	Parish :- South	Date Returned :-	
	Location :- 2 Witan Park Industrial Estate	Agent	
	Proposals :-	Reconfiguration of the front elevation to change existing doors to windows and relocation of the principle entrance. Installation of a new entrance canopy and redecoration of the existing windows (retrospective)	
	Observations :-		
5. . 6	26/106	Plot Ref :- 26/01618/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 12/08/2026	
	Parish :- North	Date Returned :-	
	Location :- 86 Quarry Road	Agent	
	Proposals :-	Erection of single storey front and side extension.	
	Observations :-		
5. . 7	26/107	Plot Ref :- 26/01861/FUL	Type :- FULL
	Applicant Name :- .	Date Received :- 10/08/2026	
	Parish :- South	Date Returned :-	
	Location :- 8 Market Square	Agent	
	Proposals :-	Change of use of the ground floor from Sui Generis (wine/cocktail bar/public house) to Class E (retail).	
	Observations :-		
5. . 8	26/108	Plot Ref :- 26/01717/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 12/08/2026	
	Parish :- East	Date Returned :-	
	Location :- 104 Woodstock Road	Agent	
	Proposals :-	Erection of first floor side extension	
	Observations :-		
5. . 9	26/109	Plot Ref :- 26/01732/FUL	Type :- FULL
	Applicant Name :- .	Date Received :- 14/08/2026	
	Parish :- East	Date Returned :-	
	Location :- Almshouses 5-15 Newland	Agent	
	Proposals :-	Erection of a rear first floor dormer window extension to each cottage to provide additional living space, with alterations to the rear roof, and associated works	
	Observations :-		
5. . 10	26/110	Plot Ref :- 26/01733/LBC	Type :- LISTED BUI
	Applicant Name :- .	Date Received :- 14/08/2026	
	Parish :- East	Date Returned :-	
	Location :- Almshouses 5-15 Newland	Agent	

Proposals :- Internal and external alterations to include erection of rear first floor dormer window extensions to each cottage to provide additional living space, alterations to the rear roof, and alterations to internal layout. Rebuilding of the front boundary wall.

Observations :-

5. . 11

26/111

Plot Ref :- 26/01864/S73 Type :- HOUSEHOL

Applicant Name :- .

Date Received :- 17/08/2026

Parish :- NORTH

Date Returned :-

Location :- Scrap Yard, Rear of 58 Agent
West End
Witney

Proposals :- Conversion of existing building to create 3 no dwelling houses together with alterations and associated works including formation of parking and private gardens. Non-compliance with conditions 8, 9 & 10 of 25/02265/FUL to allow some alterations to convert the building to commence without the required details to be submitted and approved by the Local Planning Authority (retrospective).

Observations :-

WITNEY TRAFFIC ADVISORY COMMITTEE MEETING

Held on Tuesday, 30 June 2026

At 3.00 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor D Enright (Chair)

Councillors:	R Smith	S McCarroll
	A Prosser	J Aitman
	S Simpson	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Odele Parsons	Oxfordshire County Council
	James Wright	Oxfordshire County Council
	Joanna Marcinia	Oxfordshire County Council
	Nick Howdle-Smith	Oxfordshire County Council
	Annabelle Calder	Oxfordshire County Council
	Karl Chadwick	Oxfordshire County Council
Others:	One member of the public.	
	T Hickman, Taxi Representative	
	C Hulme, Thames Valley Police	
	K Hickman, Windrush Bike Project	
	D Miles, Parish Transport Representative	
	A Bullock, Witney Chamber of Commerce	

T32 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors J Robertshaw, T Ashby and A Coles. Apologies were also received from T Weaver (Pulham's Coaches), T Bayliss (Stagecoach) and A Lyon (West Oxfordshire Community Transport).

T33 **PUBLIC PARTICIPATION**

The Committee received representations from a resident concerning rail connectivity between Witney and Oxford, future mass rapid transit proposals, the development of Woodford Way Car Park, opportunities for development-led transport infrastructure, and proposals for a future river crossing linking Woodford Way with Hailey Road, including the concept of an inhabited bridge.

Oxfordshire County Council (OCC) officers advised that work was underway to consider a range of mass rapid transit options in addition to rail solutions, with future transport corridors being considered as part of the emerging West Oxfordshire District Council (WODC) Local Plan 2041.

Discussion also took place regarding the future of Woodford Way Car Park, including proposals for residential development alongside the retention of public parking provision.

Members were advised that OCC was nearing completion of feasibility work relating to the West End Link, which would provide a second river crossing, with findings expected later in 2026.

Councillor Stuart McCarroll highlighted forthcoming opportunities for residents and stakeholders to comment on transport and development matters through consultation on the emerging WODC Local Plan.

Resolved:

That, the representation and responses be noted.

Cllr R Smith joined the meeting at 3:21pm.

T34 **MINUTES**

The Committee received the minutes of the Witney Traffic Advisory Committee meeting held on 17 March 2026.

T24 Public Transport Update -The Parish Transport Representative advised that the annual Bus Users Meeting took place and valuable feedback was received.

Resolved:

1. That, the minutes of the Witney Traffic Advisory Committee meeting held on 17 March 2026 be approved as a correct record and signed by the Chair.
2. That, the update be noted.

T35 **PLACE, PLANNING AND COORDINATION**

Members received and considered the report of Oxfordshire County Council (OCC) together with verbal updates from officers.

West Oxfordshire Lowlands Movement and Place Plan

Officers advised that consultation on the draft Plan had concluded, with over 300 responses received. Consultation feedback was being reviewed ahead of consideration by the Place Overview and Scrutiny Committee in September and adoption later in 2026.

Members also heard from the Chair of Witney Chamber of Commerce who advised that 309 responses had been received to their own survey, suggesting that convenience rather than cost was the main factor influencing car use, whilst improved footpaths could encourage greater levels of walking. Members highlighted the importance of robust parking, transport and economic data to support future policy decisions and suggested that further analysis of parking behaviour within the town would be beneficial.

It was agreed that the Chamber of Commerce survey findings would be shared with OCC officers for consideration as part of the review process. Members welcomed the survey and thanked the Chamber for providing additional evidence to support future transport planning.

Access to Witney – Shores Green

Officers advised that completion of the scheme had been delayed slightly and was now expected to open on 17 July 2026. The Committee was informed that additional time was required to complete remedial works and remove temporary traffic management before opening.

Officers further advised that work on the redesignation of the A4095 and associated signage changes would continue following completion of the junction works, together with monitoring of traffic patterns across the town.

The Parish Transport Representative asked whether the bus shelter at South Leigh turn would be reinstated following its removal during the works. Officers agreed to seek an update and report back.

Members welcomed the update and looked forward to the final completion of this long-awaited improvement.

Fiveways Roundabout

Officers advised that the Vision Zero crossing scheme on the Welch Way arm of the roundabout would now be delayed until after completion of the Witney High Street works to avoid conflicts with diversion routes and traffic management.

King George V Recreation Ground Path

Members were advised that construction of the new path was expected to take place during the school summer holiday period to minimise disruption.

The Committee requested that a copy of the approved design be circulated to Members.

Witney Paths and Crossings

Officers advised that progress had been made in resolving procurement issues affecting the Madley Park and Windrush Place path improvement schemes, with a preferred procurement route identified and discussions underway with a contractor regarding delivery. Members welcomed the update and requested a further update once a revised programme had been agreed.

Barnard Gate Experimental Traffic Regulation Order

The Committee received an update regarding the no right turn experimental traffic regulation order at Barnard Gate. Members raised concerns regarding signage, compliance and enforcement, noting continued observations of vehicles undertaking prohibited movements. Concerns were also raised regarding cycling connectivity at the junction and whether further measures may be required.

Line Refreshing Programme and Highway Maintenance

The Committee received an update on the ongoing programme of road marking, pedestrian crossing refurbishment and highway maintenance works across the town. Members welcomed the progress being made and noted that resurfacing of Newland to Church Lane remained within the current programme, although construction dates had yet to be confirmed. Members requested that updates on future works continue to be provided where practical.

Resolved:

1. That, the updates from OCC officers be noted;
2. That, the Witney Chamber of Commerce survey findings be shared with OCC officers for consideration as part of the Movement and Place Plan review;
3. That, OCC officers provide an update on the reinstatement of the South Leigh Turn bus shelter; and
4. That, further updates on the Witney Paths and Crossings programme be brought to a future meeting of the Committee.

T36 WITNEY HIGH STREET

The Committee received an update from Oxfordshire County Council officers regarding the Witney High Street and Market Square Enhancement Scheme.

Officers advised that a number of highway and infrastructure defects had been identified during construction, including a carriageway failure within the project area. Opportunities were being explored to address these issues alongside the current works, including the potential for full resurfacing of the carriageway.

The scheme was reported to be progressing largely in accordance with the agreed programme and within the approved budget. Officers also advised that discussions were ongoing with West Oxfordshire District Council regarding potential additional funding for enhanced bus shelters and other improvements which could be delivered whilst works remained underway.

Members welcomed the close working relationship between Oxfordshire County Council, Galliford Try and local stakeholders, including arrangements that had enabled the Witney Carnival procession to proceed as normal.

Concerns were raised regarding communication surrounding temporary bus stop arrangements, service diversions and passenger information. The Parish Transport Representative highlighted instances of passenger confusion regarding temporary stop closures and altered boarding locations and stressed the importance of providing adequate shelter and shade for passengers using Langdale Gate during periods of hot weather.

The Chair of Witney Chamber of Commerce raised concerns regarding communication with businesses, reporting limited direct engagement with some traders during the early stages of the project. Officers acknowledged these concerns and undertook to review communication arrangements with the contractor and Public Liaison Officer.

Members welcomed the commitment to improve communication and requested that engagement with businesses, public transport operators and users continue throughout future phases of the project. The Parish Transport Representative advised that they remained in regular contact with Galliford Try regarding Phase Two of the works to help ensure that operators and passengers received advance notice of future changes.

The Taxi Representative advised that the first phase of works had generally operated well and that the temporary one-way operation of the High Street had created a positive environment for drivers and road users.

Members also emphasised the importance of effective parking and traffic enforcement once the scheme was complete.

Resolved:

1. That, the update be noted;
2. That, officers continue to engage with public transport operators regarding future phases of the scheme;
3. That, the Committee Clerk circulate the contact details of the Galliford Try Project Manager and Public Liaison Officer to the Chair of Witney Chamber of Commerce for onward circulation to local businesses; and
4. That, the Committee welcomes the exploration of additional highway improvements and resurfacing works where external funding can be secured and delivered alongside the current scheme.

T37 COMMUNITY SPEEDWATCH UPDATE

The Committee received a verbal update from the Deputy Town Clerk regarding the operation of the Community Speedwatch Scheme.

Members were advised that one monitoring session had taken place since the previous meeting and that further sessions were planned during July if sufficient volunteers could be assembled. Additionally, the Town Council would be supporting the Community Speedwatch national day of action on 11 July with the promotion via its social media channels.

The Committee heard that the group had recorded 396 speeding vehicles since its introduction, with 254 warning letters subsequently issued through the Thames Valley Police system.

Members thanked the volunteers involved for their continued commitment however the importance of recruiting additional volunteers was noted.

Resolved:

That, the update be noted.

During the following Agenda Item, the Member of the public left the meeting at 4:31pm.

T38 PUBLIC TRANSPORT UPDATE

The Committee received verbal update from the Parish Transport Representative.

Members were advised that a review of bus services was due to take place in August, although no major changes to supported services were currently anticipated. The Parish Transport Representative reported that there continued to be frustration amongst bus users regarding journey times between Witney and Oxford, particularly following the introduction of additional stops along the Woodstock Road corridor. It was hoped that improvements to services and journey times could be considered following the reopening of Botley Road and future service reviews.

Members also heard about the future role that Eynsham Park & Ride could play in bus services, together with planned highway improvements on the A40, and the potential improvement impact on bus reliability and connectivity across West Oxfordshire.

It was further noted that requests for improved services to destinations such as Cotswold Wildlife Park and a number of rural communities continued to be raised by users.

Resolved:

That, the verbal updates be noted.

T39 BUS USERS MEETING - SURVEY RESULTS

The Committee received feedback from the Bus Users Meeting held on 19 May 2026 together with the results of the accompanying survey.

Members welcomed the quality of engagement and discussion at the event despite attendance being lower than the previous year. The survey highlighted concerns regarding service reliability, ticketing arrangements and links to key destinations, whilst also identifying a number of opportunities for future service improvements.

The Parish Transport Representative had also undertaken additional analysis of the survey responses and Members agreed that both the survey findings and accompanying analysis represented a valuable source of evidence for future transport planning and service development.

There was agreement that targeted advertising and different times for the meeting should be considered in the future.

Resolved:

1. That, the update be noted and,
2. That, the survey results and feedback be noted and,
3. That, the survey findings and accompanying analysis be shared with the OCC Public Transport Team, local bus operators and relevant transport working groups.

T40 TRAFFIC SPEEDS ON NEWLAND, WITNEY

The Committee considered correspondence from a resident together with speed survey data provided by Oxfordshire County Council. Officers advised that average speeds on both Newland and Cogges Hill Road remained above the posted 20mph limit, although generally within the range expected following the introduction of a 20mph scheme.

Higher vehicle speeds were recorded during school travel periods at both locations. Members noted that Cogges Hill Road, along with a number of other roads in the town, did not possess characteristics that naturally encouraged compliance with a 20mph speed limit.

The Committee discussed the potential for future highway and development-related improvements in the Oxford Hill area to introduce additional traffic calming measures and welcomed the opportunity for continued monitoring of vehicle speeds. It was also noted that both locations already formed part of the Community Speedwatch programme.

Resolved:

1. That, the correspondence and survey results be noted;
2. That, OCC officers compare the data to previous year's results; and
3. That, OCC continue monitoring the speeds and review control measures where Possible.

T41 HAILEY ROAD, WITNEY - PARKING OBSTRUCTING THE HIGHWAY

The Committee considered correspondence concerning vehicles parking on grass verges and causing visibility problems for residents.

Officers advised that recent enforcement activity had resulted in penalty charge notices being issued and that the situation would continue to be monitored.

Resolved:

That, the correspondence and officer response be noted.

T42 PARKING ISSUES - OUR LADYS OF LOURDES, CURBRIDGE ROAD

The Committee considered correspondence regarding parking associated with school drop-off and collection periods. Members discussed concerns relating to vehicle obstruction, pedestrian safety and crossing provision in the vicinity of the school.

Officers advised that engagement with the school would be undertaken in the first instance to encourage improvements in parking behaviour, with further measures considered if issues persisted. During discussion it was noted that the existing parking patterns also acted as an informal calming measure to traffic speeds along this section of Curbridge Road.

Resolved:

That, the correspondence and officer response be noted.

T43 ITEMS RAISED AT THE MEETING

Councillor A Prosser raised the issue of Quiet Lanes and queried whether routes within and around Witney could be considered as part of Oxfordshire County Council's developing programme. Officers advised that Town and Parish Councils were invited to submit locations for assessment against agreed criteria.

During discussion Members noted that Witney Town Council was currently considering a potential scheme for the road adjacent to St Mary's Church. The Chair observed that the Quiet Lanes initiative appeared more suited to rural areas than an urban environment such as Witney and the Parish Transport Representative noted that the impact on existing bus routes would need to be considered on a case-by-case basis.

Resolved:

That, the comments be noted.

T44 DATE OF THE NEXT MEETING(S)

Members were advised that the next meeting of the Committee would be held on 22 September 2026.

Additional future meeting dates for 2026/27 were also advised as 12 January 2027 and 23 March 2027.

The meeting closed at: 17.07pm

Chair

Reply to : Licensing Team
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices
Woodgreen,
WITNEY,
Oxfordshire,
OX28 1NB
Tel: 01993 861000
www.westoxon.gov.uk



The Town Council

Your Ref: W/26/00599/PAVLIC

Date: 6th August 2026

Dear Town Clerk,

BUSINESS AND PLANNING ACT 2020

APPLICATION TO RENEW PAVEMENT LICENCE

We have received an application for **The Part And Parcel Pub Ltd. Rear Of 2 - 4 Market Square Witney Oxfordshire OX28 6AN** under the Business and Planning Act 2020.

Timings and layout remain the same as on the current licence;

- Sunday to Thursday 0900hrs to 2300hrs
- Friday and Saturday 0900hrs to Midnight



The application form and supporting docs are attached to this email. If you would like to make formal representation please email ERS@westoxon.gov.uk, the closing date is **20th August 2026**.

Yours faithfully

Licensing Team
Environmental and Regulatory Services

West Oxfordshire District Council may share information provided to it with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998

Reply to : Licensing Team
Tel : 01993 861000
Email: ers@westoxon.gov.uk

Council Offices
Woodgreen,
WITNEY,
Oxfordshire,
OX28 1NB
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The Town Council

Your Ref: W/26/00823/PAVLIC

Date: 10th August 2026

Dear Town Clerk,

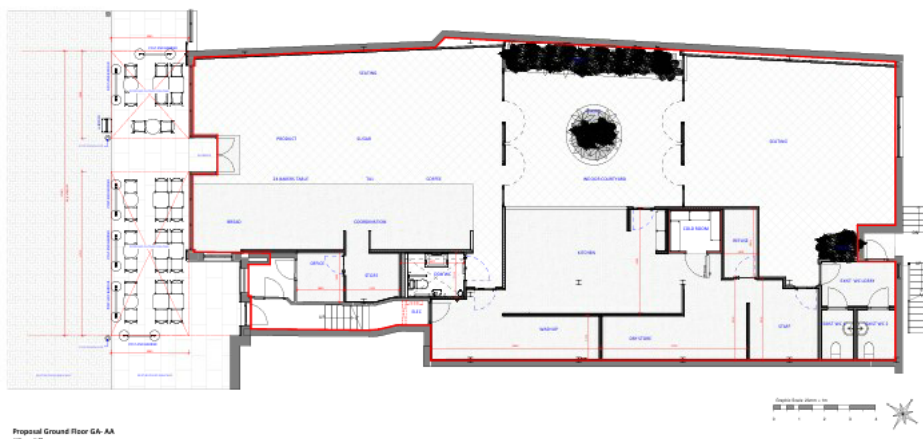
BUSINESS AND PLANNING ACT 2020 APPLICATION FOR RENEWAL OF A PAVEMENT LICENCE

We have received an application for **Gail's, 17 Market Square, Witney, Oxfordshire, OX28 6AB** under the Business and Planning Act 2020.

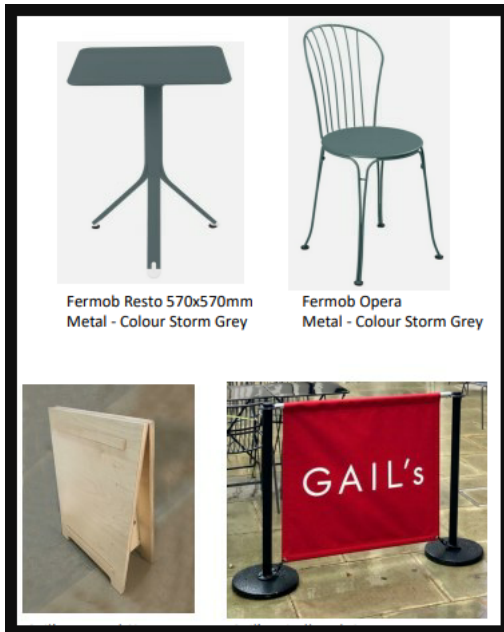
No changes to current timings, layout of furniture and type of furniture

Monday to Sunday 0700hrs to 0900hrs

Layout of furniture



Photos of furniture



The application form and supporting docs are attached to this email. If you would like to make formal representation please email ERS@westoxon.gov.uk, the closing date is **24th August 2026**.

Yours faithfully

Licensing Team
Environmental and Regulatory Services

West Oxfordshire District Council may share information provided to it with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998



WEST OXFORDSHIRE
DISTRICT COUNCIL

www.westoxon.gov.uk

West Oxfordshire Local Development Scheme (LDS)

July 2026

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1. Introduction

- I.1 This is the West Oxfordshire District Council Local Development Scheme (LDS). It explains what planning policy documents the Council already has in place and what will be prepared during the three-year period July 2026 – July 2029.
- I.2 During the three-year period covered by the LDS, local government reorganisation is expected to take place across Oxfordshire. The exact form and timing of any changes are not yet known and may affect the structure and responsibilities of existing councils. However, the LDS remains an important document in setting out the Council's intended programme for preparing and reviewing planning policy documents.
- I.3 The documents identified within it, in particular the emerging West Oxfordshire Local Plan, will continue to have effect once adopted, regardless of any changes to local government arrangements. This ensures continuity in the planning framework and provides clarity for communities, developers and stakeholders throughout the transition period and beyond.

2. West Oxfordshire Local Plan 2031

- 2.1 The current [West Oxfordshire Local Plan 2031](#) was formally adopted on 27 September 2018. The plan provides an overall framework for growth in the period up to 2031.
- 2.2 Because the Local Plan became five years old in September 2023, a [formal review](#) was undertaken in accordance with Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 2.3 The review concluded that although the adopted local plan policies remain generally consistent with national policy, many of them could usefully be strengthened and updated, in particular those policies relating to the plan's housing requirement given they are based on evidence dating from 2014.
- 2.4 Work on a new Local Plan to 2043 is therefore now well underway as outlined below.

3. West Oxfordshire Local Plan 2043

- 3.1 The District Council is currently in the process of producing a new Local Plan. Originally it was proposed that the plan would cover the period up to 31st March 2041, but to ensure a minimum 15-year period from the anticipated date of adoption, the end date is proposed to be extended to 31st March 2043.

- 3.2 To date there have been four main periods of public consultation carried through the Regulation 18 'plan preparation' stage, in October 2022 (initial scoping) October 2023 (ideas and objectives), June 2025 (preferred policy options). And November 2025 (Preferred Spatial Options).
- 3.3 The first consultation sought general views on the overall scope of the new Local Plan. A [consultation summary report](#) has been made available online.
- 3.4 The second consultation started to explore draft plan objectives and potential patterns of development. It also included a specific call for sites, ideas and opportunities. A [consultation summary report](#) has again been made available online.
- 3.5 The third consultation outlined the Council's current thinking on the plan's overall structure and direction, with a draft vision and objectives and a series of preferred policy options. A [consultation summary report](#) has been made available online.
- 3.6 The fourth Regulation 18 consultation on preferred spatial options was undertaken for 7 weeks from early November to December 2025. The main focus of the consultation was on a series of preferred locations for residential and commercial development. A [consultation summary report](#) has been made available online.
- 3.7 The regulation 19 pre-submission draft plan will be formally published for a statutory period of consultation in August 2026. This will cover a minimum period of at least 6-weeks.
- 3.8 Subject to Member approval, the Regulation 19 draft Plan will be submitted for examination before the end of December 2026.
- Publication of draft Local Plan (Regulation 19) August 2026
 - Submission for examination December 2026
- 3.9 Further information on the purpose, scope and timing of the Local Plan 2043 is set out at Appendix 1.

4. Salt Cross Garden Village Area Action Plan (AAP)

- 4.1 A key element of the adopted Local Plan 2031 is the allocation of land to the north of the A40 near Eynsham for a new garden village of around 2,200 homes, together with business space and other supporting uses and facilities. The proposal - known as Salt Cross Garden Village - is being supported by central Government through its locally led garden village, towns and cities programme.

- 4.2 The detailed planning of the garden village is to be led by the Salt Cross Garden Village Area Action Plan which was formally adopted by the Council on 25 February 2026. The adopted AAP and accompanying documents are available to view [online](#).
- 4.8 Further information on the purpose, scope and timing of the AAP is set out at Appendix 1.

5. Supplementary Planning Documents (SPDs)

- 5.1 Supplementary planning documents do not form part of the statutory development plan but are important material considerations in the determination of planning applications. Their main purpose is to elaborate on specific local plan policies and explain in more detail how those policies will operate.
- 5.2 At present, the Council has four adopted SPDs:
- West Oxfordshire Design Guide SPD – adopted in 2016
 - Affordable Housing SPD – adopted in October 2021
 - Developer Contributions SPD – adopted in July 2023
 - Combe Village Design Statement SPD – adopted in July 2023
- 5.3 These are all available [online](#).

6. Neighbourhood Planning

- 6.1 Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area.
- 6.2 There are currently ten adopted Neighbourhood Plans in West Oxfordshire including:
- Brize Norton Neighbourhood Plan (adopted 11 September 2025)
 - Cassington Neighbourhood Plan (adopted 26 June 2023)
 - Charlbury Neighbourhood Plan (adopted 14 June 2021)
 - Chipping Norton Neighbourhood Plan (adopted 15 March 2016)
 - Eynsham Neighbourhood Plan (adopted 6 February 2020)
 - Hailey Neighbourhood Plan (adopted 2 September 2019)
 - Milton under Wychwood Neighbourhood Plan (adopted 26 June 2023)
 - Shilton Neighbourhood Plan (adopted 2 September 2019)
 - South Leigh Neighbourhood Plan (adopted 8 January 2019)
 - Woodstock (adopted 23 January 2023)

6.3 There are seven other Neighbourhood Plans currently in progress including:

- Ascott under Wychwood Neighbourhood Plan
- Ducklington Neighbourhood Plan
- Hanborough Neighbourhood Plan
- Minster Lovell Neighbourhood Plan
- North Leigh Neighbourhood Plan
- Stonesfield Neighbourhood Plan
- Wootton by Woodstock Neighbourhood Plan

6.4 Because the progress and timing of neighbourhood plans are beyond the control of the District Council, the LDS does not include any information on their anticipated timetables. Further information can however be obtained from the District Council's [website](#).

7. Statement of Community Involvement (SCI)

7.1 A Statement of Community Involvement (SCI) explains how local communities and other stakeholders will be engaged in the preparation of the Local Plan and other related documents. It also provides information about how local communities and other stakeholders will be engaged in relation to the determination of planning applications.

7.2 The Council's most recent SCI was adopted in February 2025 and is available to view [online](#).

8. LDF Monitoring Report

8.1 In accordance with national planning regulations the Council is required to produce a monitoring report addressing various matters including plan progress and implementation, neighbourhood planning, CIL (where applicable) and the duty to co-operate.

8.2 The Council's most recently published monitoring report covers the period 1st April 2024 – 31st March 2025 and is available [online](#).

9. LDS availability and updates

9.1 The LDS must be made publicly available and kept up-to-date.

9.2 In terms of availability, a copy of this LDS is available [online](#)

9.3 Hard copies are also available in the locations listed in the following table.

9.4 The LDS will be updated annually or more often if there are any significant changes in timescales or documents being prepared.

West Oxfordshire District Council Witney Town Centre Shop 3 Welch Way Witney OX28 6JH Tel: 01993 861000 Open: Monday – Friday 9am to 5pm	Witney Town Council Town Hall Market Square Witney OX28 6AG Tel: 01993 704379 Open: Mon, Tues and Thurs 8.30am to 5pm, Wed 9.30am to 5pm and Fri 8.30am to 4.30pm.	Carterton Town Council 19 Alvescot Road Carterton OX18 3JL Tel: 01993 842156 Open: Monday – Friday 9.30am to 4.00pm
Chipping Norton Town Council The Guildhall Market Place Chipping Norton OX7 5NJ Tel: 01608 642341 Open: Monday – Friday 9am to 1pm	Bampton Library Old Grammar School Church View Bampton OX18 2NE Tel: 01993 850076	Burford Library 86A High Street Burford OX18 4QF Tel: 01993 823377
Carterton Library 6 Alvescot Road Carterton OX18 3JH Tel: 01993 841492	Charlbury Library Charlbury Community Centre Enstone Road Charlbury OX7 3PQ Tel: 01608 811104	Chipping Norton Library Goddards Land Chipping Norton OX7 5NP Tel: 01608 643559
Eynsham Library 30 Mill Street Eynsham OX29 4JS Tel: 01865 880525	North Leigh Library Memorial Hall Park Road North Leigh OX29 6SA Tel: 01993 882935	Stonesfield Library Village Hall Longore Stonesfield OX29 8EF Tel: 01993 898187
Witney Library Welch Way Witney OX28 6JH Tel: 01993 703659	Woodstock Library The Oxfordshire Museum Fletcher's House Park Street Woodstock OX20 1SN Tel: 01993 814124 07759 140531	Wychwood Library 29 High Street Milton-under-Wychwood OX7 6LD Tel: 01993 830281

Appendix 1 – Document Profiles

West Oxfordshire Local Plan 2043	
Status	Development Plan Document (DPD)
Overview	The Local Plan will set out the overall framework for future growth in West Oxfordshire to 2043. This is expected to include strategic policies dealing with the overall strategy for the pattern, scale and quality of development as well as non-strategic policies dealing with other matters including site allocations and development management policies.
Geographical coverage	District-wide
Timetable	Regulation 18 initial scoping consultation – August - October 2022 (COMPLETE) Regulation 18 focused consultation on draft plan objectives and spatial strategy options along with a ‘call for sites’ exercise – August – October 2023 (COMPLETE) Regulation 18 consultation on preferred policy options – June 2025 (COMPLETE) Regulation 18 consultation on preferred spatial options – November 2025 (COMPLETE) Publication of pre-submission draft Local Plan (Regulation 19) – August 2026 Submission of pre-submission draft Local Plan (Regulation 22) – December 2026 Examination and adoption – 2027
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) – December 2024 and National Planning Practice Guidance (NPPG).
Management arrangements	Document production to be led by the Council’s Planning Policy Team under the direction of the Planning Policy Manager. Cross Party Member Working Group established to oversee the process.

Resource requirements	Internal resources comprise the Council's Planning Policy Team with input from other teams and services as appropriate via Local Plan Officer Working Group. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Salt Cross Garden Village Area Action Plan (AAP)	
Status	Development Plan Document (DPD)
Overview	The AAP establishes a vision for the garden village, supported by a series of core objectives and policies arranged on a thematic basis. A key focus of the AAP is delivery and implementation.
Geographical coverage	Oxfordshire Cotswolds Garden Village Strategic Location for Growth (SLG) north of Eynsham (now referred to as Salt Cross Garden Village).
Timetable	Submission – February 2021 (COMPLETE) Examination hearings – June/July 2021 (COMPLETE) Consultation on Main Modifications – September/November 2022 (COMPLETE) Inspector’s Report received – March 2023 (COMPLETE) Examination re-opened to consider Policy 2 - Net Zero Carbon Development – April 2024 (COMPLETE) Hearing Session – June 2025 (COMPLETE) Post-Hearing Letter – August 2025 (COMPLETE) Consultation on Main Modifications – October 2025 (COMPLETE) Inspector’s Final Report – January 2026 (COMPLETE) Adoption – February 2026 (COMPLETE)
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031).
Management arrangements	Document production led by the Council’s Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprised the Council’s Planning Policy Team with input from other teams and services as

	appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Appendix 2 – Overall Timetable

Document	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
West Oxfordshire Local Plan 2043							FC	FC			S
Salt Cross Area Action Plan (AAP)	A										
Key: IC = Informal Consultation; FC = Formal Consultation; S = Submission; A = Adoption											