Planning & Development
Committee Meeting of Witney Town Council

Tuesday, 17th November, 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 **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.

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 27.11.2026**

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.

Date of Publication 11 November 2026

3. **Minutes** (Pages 4 - 50)

At its meeting on 6 October 2026, the Committee deferred approval of the minutes from the meetings held on 23 June, 14 July, 4 August, 25 August, and 15 September. This was because an in-person quorum was not present at the meeting, meaning the Committee was unable to formally approve and sign-off the minutes

a) To adopt and sign as correct the minutes of the Committees held on 23 June, 14 July, 4 and 25 August, 15 September, 6 October and 27 October.

b) Matters arising from the minutes of 23 June, 14 July, 4 and 25 August, 15 September, 6 and 27 October.

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 25. Matters raised shall relate to the following items on the agenda.

5. **Planning Applications** (Pages 51 - 52)

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

6. **Planning Decisions** (Pages 53 - 61)

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

7. **Application for Renewal of a Pavement Licence - The Company of Weavers, 31 Market Square, Witney** (Pages 62 - 64)

To consider application W/26/01156/PAVLIC for the renewal of a Pavement Licence at The Company of Weavers, Market Square, Witney, under the Business and Planning Act 2020.

8. **Notification of Planning Appeal Decision - 10 Hangar Close, Witney** (Pages 65 - 67)

To receive the Planning Appeal Decision ref: 6010073 from the Planning Inspectorate. Original planning application number 26/00373/FUL.

9. **Notification of Planning Appeal Decisions - 46 Market Square, Witney** (Pages 68 - 75)

To receive the Planning Appeal Decisions - Appeal A ref: 6009101 and Appeal B ref: 6009103 from the Planning Inspectorate. Original planning application numbers 25/01989/FUL and 25/01990/LBC.

10. **Notice of Proposed Off-Street Parking Order - West Oxfordshire District Council (Off Street Parking Places) No.1 Order 2021 (Variation) (No.3) Order 2026 - Marriotts Walk Car Park** (Pages 76 - 83)

To receive and consider the Notice of Proposal from West Oxfordshire District Council and consider any response.

11. **Witney Air Quality Management Area** (Page 84)

To receive the correspondence from West Oxfordshire District Council following the response submitted by the Committee and consider any further response.



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PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 23 June 2026

At 6.00 pm in the Gallery Room, The Corn Exchange, Witney

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:	None.	

P336 **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

P337 **DECLARATIONS OF INTEREST**

There were no declarations of interest from Members.

P338 **ELECTION OF VICE-CHAIR**

The Chair called for nominations for the position of Vice-Chair of the Committee.

It was proposed and seconded that Councillor J Aitman be elected. There being no other nominations it was:

Resolved:

That, Councillor Joy Aitman be elected Vice-Chair of the Committee for the 2026/27 municipal year.

P339 **MINUTES**

The minutes of the Planning & Development Committee meetings held on 31 March, 21 April, 12 May & 2 June 2026 were received.

There were no matters arising.

Resolved:

That, the minutes of the Planning & Development Committee meetings held on 31 March, 21 April, 12 May & 2 June 2026 be approved as correct records of the meetings and be signed by the Chair.

P340 **PUBLIC PARTICIPATION**

There was no public participation.

P341 **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.

P342 **PLANNING DECISIONS**

The Committee received and considered a schedule of planning decisions received from West Oxfordshire District Council (WODC).

The Committee Clerk summarised the reasoning for the decisions that were contrary to the Committee's submission. Members were pleased to see the number of applications that endorsed their comments.

Resolved:

That, the list circulated advising of WODC planning decisions be noted.

Cllr J Treloar left the meeting at 6:20pm

P343 **TERMS OF REFERENCE**

The Committee received and considered the report of the Deputy Town Clerk which outlined the current Terms of Reference for the Committee along with any changes for consideration.

No recommendations for change were made.

Recommended:

1. That, the report be noted and;
2. That, the recommended changes be approved at the meeting of the Council on 13 July 2026.

Cllr J Treloar returned to the meeting at 6:22pm

P344 **APPLICATION FOR MINOR VARIATION OF PREMISES LICENCE - SMARTS TAKE AWAY, 50 MARKET SQUARE - W/26/00570/PRMV**

The Committee noted the Application for Minor Variation from Smarts Take Away, 50 Market Square under the Licencing Act 2003.

Resolved:

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

P345 **APPLICATION FOR A NEW PREMISES LICENCE - COURTSIDE CIC THE LEYS, WITNEY**

The Committee received the application from Courtside CIC, The Leys for a new premises licence.

Members noted their position as the landowner on which the premises stood along with their duty as elected representatives being consulted through this process. The Committee welcomed the new facility being made available to the town, its residents and visitors from outside of the town.

Resolved:

That, the Council makes No Objection to this application.

P346 **NOTIFICATION OF PLANNING APPEAL - 10 HANGAR CLOSE, WITNEY**

The Committee received notification of Planning Appeal 26/00015/APPEAL respect of 10 Hangar Close, Witney.

Members considered their original response submitted 10 March 2026. It was agreed unanimously that the submission was comprehensive and therefore no additional submission should be submitted.

Resolved:

That, the notification of the Planning Appeal be noted.

Cllr D Temple left the meeting during the following agenda item at 6:46pm

P347 **OXFORDSHIRE COUNTY COUNCIL - QUIET LANES PILOT PROGRAMME**

The Committee received and considered correspondence from Oxfordshire County Council regarding the Quiet Lanes pilot programme and considered potential locations within Witney.

Members discussed a number of suggested routes, including Church Lane, Avenue Two/Station Lane, Farm Mill Lane, Narrow Hill, Burwell Meadow, High Street, Puck Lane, Gloucester Place and Farmers Close. These suggestions highlighted a range of local issues, including active travel usage, vehicle speeds, delivery access, and the balance between restricting traffic.

During discussion, Members noted that several of the routes identified were already relatively low traffic or self-regulating in nature, such as Church Lane, Dark Lane and Puck Lane. It was

further acknowledged that the urban layout and complexity of Witney's highway network may make the retrospective introduction of Quiet Lane measures more challenging compared to rural areas, where the scheme was more readily applicable.

Members also noted that any scheme would initially be implemented on a temporary basis through an Experimental Traffic Regulation Order (ETRO), for a minimum of six months and up to eighteen months, allowing for monitoring and review before any permanent decision was made.

Consideration was given to whether to defer submitting an expression of interest until initial pilots elsewhere in the county had been delivered and evaluated however this may be at the risk of initial funding budgets and protection of local concerns being reflected in the programme.

A proposal was made by Cllr G Doughty, seconded by Cllr R Smith, to support the Church Green Residents' Association who had expressed for many years the traffic issues that they suffer in seeking a Quiet Lane designation for the short section of road between Church Green and the entrance to The Leys (Station Lane) it was thought that this may address vehicle movements and pedestrian safety.

The proposal was put to the vote and carried with three Members in favour, one against and one abstention.

Resolved:

That, the Town Council submits an expression of interest to Oxfordshire County Council for the section of road between Church Green and the entrance to The Leys to be considered as part of the Quiet Lanes pilot programme.

P348 **PAVEMENT LICENCE - FLEECE & FLAGON, 47 CORN STREET, WITNEY**

With the express permission of the Chair, the Committee received and considered the Pavement Licence renewal application for Fleece & Flagon, 47 Corn Street under the Business and Planning Act 2020.

Given the short statutory timescale for Witney Town Council to respond, documents had been circulated electronically to members of this Committee ahead of the meeting.

Resolved:

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

The meeting closed at: 7.01 pm

Chair

Witney Town Council

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341- 1 26/066 Plot Ref :-26/01226/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 27/05/2026

Location :- 2 Viner Close Date Returned :- 24/06/2026

Proposal : Erection of two storey front 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.

341- 2 26/067 Plot Ref :-26/01235/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 28/05/2026

Location :- 18 Woodford Mill Date Returned :- 24/06/2026

Proposal : Internal and external alterations to include replacement of existing timber windows with aluminium windows

Observations : Witney Town Council has no objection to this application. The Council welcomes the proposed replacement of the existing wooden windows with aluminium units, noting that they may offer an improved aesthetic appearance and represent a more sustainable and cost-effective long-term solution for future occupants in terms of maintenance and durability.

341- 3 26/068 Plot Ref :-26/01125/FUL Type :- FULL

Applicant Name :- . Date Received :- 01/06/2026

Location :- The Three Pigeons Inn Date Returned :- 24/06/2026

Proposal : Replacement of external kitchen extraction unit. (Retrospective).

Observations : Witney Town Council has no objection to this application.

341- 4 26/069 Plot Ref :-26/01126/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 29/05/2026

Location :- The Three Pigeons Inn Date Returned :- 24/06/2026

Proposal : Replacement of external kitchen extraction unit. (Retrospective).

Observations : Witney Town Council has no objection to this application.

341- 5 26/070 Plot Ref :-26/00944/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 08/06/2026

Location :- 11 Crawley Road Date Returned :- 24/06/2026

Proposal : Erection of a single storey rear extension and front porch, adjustment of existing roof height and construction of rear dormer to create first floor living

space along with installation of solar panels and erection of a semi covered carport

Observations : Witney Town Council has no objection to this application.

The Council welcomes the introduction of solar panels, recognising their contribution towards reducing carbon emissions and supporting measures to address climate change.

An approach they consider is consistent with the objectives of the West Oxfordshire Local Plan 2031, particularly those policies that promote sustainable construction and renewable energy, as well as the National Planning Policy Framework (NPPF), which encourages the transition to a low-carbon future and supports the use of renewable and low-carbon energy sources.

341- 6 26/071 Plot Ref :-26/00776/S73 Type :- VARIATION

Applicant Name :- . Date Received :- 02/06/2026

Location :- Scrap Yard Rear Of 58 West End Date Returned :- 24/06/2026

Proposal : Variation of condition 2 of planning permission 23/02730/FUL to allow changes to internal layout (Plots 1 - 5), reconfiguration of garden boundaries (Plots 6 - 9) and changes to parking layout. External alterations to windows, doors and external amenity space of plot 5 (amended description)

Observations : Witney Town Council has no objection to this application.

The Council recognises that the amendments to the plans could address concerns raised by neighbouring residents in relation to parking provision. However, it is noted that this may be to the detriment of permeable drainage on the site.

The Council would therefore encourage the applicant to ensure that appropriate sustainable drainage measures are incorporated, in line with the objectives of the West Oxfordshire Local Plan 2031, particularly Policy EH7 (Flood Risk), which seeks to minimise surface water runoff and promote the use of sustainable drainage systems.

341- 7 26/072 Plot Ref :-26/01286/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 03/06/2026

Location :- 35 Spring Meadow Date Returned :- 24/06/2026

Proposal : Single storey rear/side extension to existing dwelling

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.

341- 8 26/073 Plot Ref :-26/01274/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 08/06/2026

Location :- 31 West End Date Returned :- 24/06/2026

Proposal : Alterations to include conversion of dwelling into two separate dwellings and associated works. Internal alteratiions to include changes to floor layouts and general repairs

Observations : Witney Town Council has no objection to this application.

The Council welcomes the proposed renovations and the preservation of features of this historic building, recognising their importance in maintaining the character and heritage of Witney.

The Council also supports the provision of additional housing within walking distance of the town centre, as this may help encourage opportunities for active travel, reducing reliance on private vehicles and promoting more sustainable patterns of movement.

341- 9 26/074 Plot Ref :-26/01273/FUL Type :- FULL

Applicant Name :- . Date Received :- 08/06/2026

Location :- 31 West End Date Returned :- 24/06/2026

Proposal : Conversion of dwelling into two separate dwellings and associated works

Observations : Witney Town Council has no objection to this application.

The Council welcomes the proposed renovations and the preservation of features of this historic building, recognising their importance in maintaining the character and heritage of Witney.

The Council also supports the provision of additional housing within walking distance of the town centre, as this may help encourage opportunities for active travel, reducing reliance on private vehicles and promoting more sustainable patterns of movement.

341- 10 26/075 Plot Ref :-26/01320/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 08/06/2026

Location :- 71 Oxford Hill Date Returned :- 24/06/2026

Proposal : Demolition of existing single storey extension and erection of new two storey rear extension together with the insertion of additional windows , one in exisiting first floor side elevation and one in side elevation of entrance porch.

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

341- 11 26/076 Plot Ref :-26/01382/FUL Type :- FULL

Applicant Name :- . Date Received :- 11/06/2026

Location :- 23 Burwell Meadow Date Returned :- 24/06/2026

Proposal : Conversion of existing C3 Dwelling House into 7 Bedroom HMO (Sui Generis). (Retropsective).

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

The Meeting closed at : 7:01pm

Signed : Chairman Date:

On behalf of :- Witney Town Council

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 procced with the request.

The meeting closed at: 7.25 pm

Chair

Witney Town Council

Planning Minutes - 14 July 2026

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389- 1 26/077 Plot Ref :-24/00482/OUT Type :- OUTLINE

Applicant Name :- . Date Received :- 13/06/2026

Location :- North Witney SDA Date Returned :- 15/07/2026

Proposal : Outline planning application for a residential-led mixed-use development (Use Class C3 / C2), a 2.2ha primary school (Use Class F1), and up to 400m2 community use and/or co-working hub and/or shop (Use Class E and F2) and Northern Distributor Road with creation of new vehicular access off Woodstock Road, New Yatt Road and Hailey Road and provision of public open space with associated infrastructure and earthworks. (All matters reserved except accessibility to the site, for vehicles in terms of the positioning and treatment of access to the site)

Observations : Witney Town Council welcomes the opportunity to submit further comments on this application in its capacity as the neighbouring parish and the main service centre for the area.

Having reviewed the revised submission, the Council considers that there have been no substantive changes to the proposals when compared with those previously submitted.

Accordingly, the Council maintains the position set out in its original consultation response, including its concerns and requests for developer contributions. The requested contribution figures have been updated below to reflect inflation.

Sports & Recreation	£43,000
Community	£10,500
Cemeteries	£21,000
Public Halls	£18,000
Climate & Biodiversity	£11,900
Heritage	£107,800
Total sum:	£212,200

Please see the Witney Town Council response dated 24th April 2024 for further details.

389- 2 26/078 Plot Ref :-26/01287/FUL Type :- FULL

Applicant Name :- . Date Received :- 15/06/2026

Location :- 10 Tungsten Park Date Returned :- 15/07/2026
OX29 0AX

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 :- ADVERTISIN

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 Date Returned :- 15/07/2026
OX28 5BS

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

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 4 August 2026

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

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman G Meadows	J Doughty (In place of R Smith)
Officers:	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Janine Sparrowhawk	Administration Asst - Communities & Planning
Others:	None.	

P395 **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor R Smith, Councillor J Doughty attended as a substitute.

P396 **DECLARATIONS OF INTEREST**

Councillor J Aitman declared a personal, non-prejudicial interest in Planning Application 26/01592/FUL owing to being a resident of Eton Close.

P397 **PUBLIC PARTICIPATION**

There was no public participation.

P398 **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.

P399 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - YE OLDE CROSS KEYS, MARKET SQUARE, WITNEY**

The Committee received and considered an application for a pavement licence for Ye Olde Cross Keys, Market Square, Witney.

Resolved:

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

P400 **REVIEW OF RURAL SPEED LIMITS**

Following deferment from the meeting of the Council (Minute FC382 13.07.2026 relates) the Committee considered the correspondence received from Oxfordshire County Council regarding a consultation of proposed rural speed limit changes.

Members generally supported the proposals, noting that the recommendations appeared proportionate and aimed at improving road safety.

The Committee was in unanimous agreement that the following submission be entered.

Witney Town Council supports the proposed scheme and welcomes measures that improve road safety for all users. The Council is particularly supportive of changes to speed limits where they will help reduce the risk of collisions and create safer conditions for all road users.

The Council also recognises the wider benefits that appropriately managed speed limits can bring, including improvements to the local environment through reduced noise and emissions, and enhanced quality of life for residents.

Overall, Witney Town Council welcomes the review and supports proposals that contribute to making Oxfordshire's roads safer.

Resolved:

That, the above response be submitted to the Vision Zero team at Oxfordshire County Council.

The meeting closed at: 6.34 pm

Chair

Witney Town Council

Planning Minutes - 04 August 2026

398

398- 1 26/089 Plot Ref :-26/01024/FUL Type :- FULL

Applicant Name :- . Date Received :- 13/07/2026

Location :- Land West Of Crundel Rise Date Returned :- 05/08/2026

Proposal : Erection of a detached dwelling and associated works.

Observations : Witney Town Council objects to the application on the grounds of overdevelopment, loss of openness and adverse impact on biodiversity.

Members consider the proposal represents an overdevelopment of the site, introducing a further dwelling, parking and associated domestic development into an area which currently provides an important open space within the existing layout. The development would erode the spacious character of the locality and would appear out of keeping with its surroundings.

The Council is also concerned that the proposal would result in the loss of biodiversity and green space value. Members are not satisfied that the application demonstrates sufficient biodiversity enhancement to offset the loss of this undeveloped site, contrary to the objectives of Policies OS3 and EH3 of the West Oxfordshire Local Plan 2031.

In addition, the applicant's Design and Access Statement identifies the site as making a contribution to the open character of the development. The Council agrees with this assessment and considers that the construction of a dwelling on the site would inevitably reduce that openness, harming the character of the area and conflicting with Policies OS2 and EH2 of the West Oxfordshire Local Plan 2031, together with the NPPF's requirement for development to respond positively to local character.

398- 2 26/090 Plot Ref :-26/01618/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 15/07/2026

Location :- 86 Quarry Road Date Returned :- 05/08/2026

Proposal : Erection of single storey front and 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.

398- 3 26/091 Plot Ref :-26/01666/S73 Type :- VARIATION

Applicant Name :- . Date Received :- 15/07/2026

Location :- 2 Willowbank Date Returned :- 05/08/2026

Proposal : Variation of condition 2 of Planning Permission 26/00757/HHD to allow clear glass in place of approved frosted glass in side elevation windows.

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

398- 4 26/092 Plot Ref :-26/01026/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 17/07/2026

Location :- 62 Burwell Meadow OX28 5JQ Date Returned :- 05/08/2026

Proposal : Erection of single storey rear extension to replace conservatory & erection of single storey extension to the rear of the garage (amended description)

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.

398- 5 26/093 Plot Ref :-26/01682/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 20/07/2026

Location :- 38 Mary Ellis Way Date Returned :- 05/08/2026

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.

398- 6 26/094 Plot Ref :-26/01680/S73 Type :- VARIATION

Applicant Name :- . Date Received :- 22/07/2026

Location :- 8 Stanway Close OX28 5GA Date Returned :- 05/08/2026

Proposal : Variation of conditions 2 and 3 of planning permission 19/02762/HHD to allow alterations to the rear dormers and replacement of the front dormers with rooflights

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

398- 7 26/095 Plot Ref :-26/01592/FUL Type :- FULL

Applicant Name :- . Date Received :- 22/07/2026

Location :- 80 Eton Close OX28 3GB Date Returned :- 05/08/2026

Proposal : Change of use of land to enlarge domestic garden and erection of boundary fencing and gate. (Retrospective).

Observations : Witney Town Council objects to this application.

Members are concerned that the proposal would result in the narrowing and increased restriction of an existing route used by pedestrians, cyclists and mobility scooter users, to the detriment of accessibility and active travel within the locality. The Council considers the retention of safe and convenient routes for non-motorised users to be an important consideration and is concerned that the proposal would diminish this.

Members are also concerned that approval of this application could set an undesirable precedent for similar proposals in the surrounding area, leading to the gradual erosion of these routes and the openness they contribute to the street scene.

The Council notes that the applicant declares that they own the land in question and acknowledges that, should this be confirmed and no public access rights be affected, this will be a matter for the Local Planning Authority to consider. However, Members consider that land ownership does not outweigh the planning concerns arising from the proposal.

Accordingly, Witney Town Council maintains its objection on the grounds of the impact on pedestrians, cyclists and mobility scooter users, together with the precedent that approval may establish within the locality.

398- 8 26/096 Plot Ref :-26/01696/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 22/07/2026

Location :- 27 South Lawn Date Returned :- 05/08/2026

Proposal : Conversion of existing garage to create additional living space.

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

398- 9 26/097 Plot Ref :-26/01736/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 24/07/2026

Location :- 44 Ducklington Lane
OX28 5JA
Date Returned :- 05/08/2026

Proposal : Erection of a two storey side extension to replace garage, erection of single storey rear and front extensions, 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.

398- 10 26/098 Plot Ref :-26/01621/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 24/07/2026

Location :- Blanket Hall
100 High Street
OX28 6HL
Date Returned :- 05/08/2026

Proposal : External works to include repairs to the Bellcote on the roof of the Blanket Hall

Observations : Witney Town Council has no objection to this application.

Members welcome the proposed repairs to the Bellcote and support the continued conservation and protection of this important heritage asset. The Council is particularly pleased to note the intention to retain the known graffiti-marked lead sections and preserve them for heritage and educational purposes

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through their transfer to the Witney Museum, ensuring that this historic evidence remains accessible for future generations.

398- 11 26/099 Plot Ref :-26/01565/ADV Type :- ADVERTISIN

Applicant Name :- . Date Received :- 28/07/2026

Location :- 52 High Street Date Returned :- 05/08/2026

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 has no objection to this application.

Members welcome the amendments made by the applicant in response to comments raised during the previous application process and are pleased to note that the revised signage proposals have taken account of the recommendations of the Conservation and Planning Officers.

The resulting scheme represents a more sympathetic approach to the character and appearance of the building and its setting and is considered to integrate more appropriately within the surrounding streetscape.

398- 12 26/100 Plot Ref :-26/01684/FUL Type :- FULL

Applicant Name :- . Date Received :- 28/07/2026

Location :- 1 Weavers Bridge House OX28 1YG Date Returned :- 05/08/2026

Proposal : Change of use of commercial area of existing live/work unit to create an additional flat.

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

The Meeting closed at : 6:34pm

Signed : Chairman Date:

On behalf of :- Witney Town Council

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 25 August 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	J Doughty (In place of D Temple)
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Janine Sparrowhawk	Administration Asst - Communities & Planning
Others:	None.	

P401 **APOLOGIES FOR ABSENCE**

Apologies for absence was received from Councillors R Smith & D Temple, Councillor J Doughty attended as a substitute for the latter.

P402 **DECLARATIONS OF INTEREST**

There were no declarations of interest from Members.

Later in the meeting when consideration was given to application 26/02042/LBC – 6 Station Lane, Witney Cllr G Meadows declared a non-pecuniary interest due to her position as an appointed trustee of the applicant, Witney Town Charity.

P403 **PUBLIC PARTICIPATION**

There was no public participation.

P404 **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.

P405 **WITNEY TRAFFIC ADVISORY COMMITTEE MINUTES**

The Committee received the minutes of the Witney Traffic Advisory Committee held on 30 June 2026

Resolved:

That, the minutes of the Witney Traffic Advisory Committee held on 30 June 2026 be noted.

P406 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - PART & PARCEL, 2-4 MARKET SQUARE, WITNEY**

The Committee noted the Pavement Licence 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, documents were circulated electronically to members of this Committee.

Resolved:

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council on 17 August 2026.

P407 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - GAIL'S, 17 MARKET SQUARE, WITNEY**

The Committee noted the Pavement Licence 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, documents were circulated electronically to members of this Committee.

A Member noted an apparent discrepancy in the operating hours stated within the application, which referred to Monday to Sunday, 07:00 to 09:00 hours. Officers advised that this had been queried with the Licensing Authority, which confirmed that the application sought permission for trading between 07:00 and 19:00 hours, seven days a week.

Resolved:

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council on 21 August 2026.

P408 **WEST OXFORDSHIRE DISTRICT COUNCIL - LOCAL DEVELOPMENT SCHEME (LDS) UPDATE JULY 2026**

The Committee received the update from West Oxfordshire District Council regarding the Local Development Scheme (LDS).

In response to a question regarding the receipt of any Community Infrastructure Levy (CIL) funding, it was confirmed that no such funding had been received by the Town Council.

The Committee noted that the report was provided for information and outlined the anticipated timetable for the progression of the Local Plan. Members were advised that a further

consultation on the emerging Local Plan 2043 was expected imminently, although publication had been delayed from the previously anticipated June date and was now indicated for August 2026. Any further consultation would be brought before the Committee at a future meeting for consideration.

The Committee considered whether a response to the Local Development Scheme update was required and agreed that no formal response was necessary at this stage.

Resolved:

That the update be noted.

The meeting closed at: 6.18 pm

Chair

Witney Town Council

Planning Minutes - 25 August 2026

404

404- 1 26/101 Plot Ref :-26/01816/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 05/08/2026

Location :- 74 High Street OX28 6HL Date Returned :- 26/08/2026

Proposal : Internal and external alterations to provide new roof over rear projection together with replacement or repair works to existing windows and front roof structure including the use of Douglas Fir timber in place of existing Oak. (Part Retrospective).

Observations : Witney Town Council has no objection to this application. Members welcome the repairs to this listed building.

404- 2 26/102 Plot Ref :-26/01841/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 06/08/2026

Location :- 35 New Yatt Road OX28 1NX Date Returned :- 26/08/2026

Proposal : Replace existing summerhouse and shed with oak post open car port.

Observations : Witney Town Council has no objection to this application.

404- 3 26/103 Plot Ref :-26/01833/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 07/08/2026

Location :- Hollybush Inn 35 Corn Street OX28 6BT Date Returned :- 26/08/2026

Proposal : Internal and external alterations to include removal of existing skylight, replace first floor window and provision of metal balustrade to flat roof with fold out escape ladder to create emergency escape together with the installation of two internal first floor fire doors.

Observations : Witney Town Council has no objection to this application. Members welcome the safety improvements to the building.

404- 4 26/104 Plot Ref :-26/01832/FUL Type :- FULL

Applicant Name :- . Date Received :- 07/08/2026

Location :- Hollybush Inn 35 Corn Street OX28 6BT Date Returned :- 26/08/2026

Proposal : Alterations to include removal of existing skylight, replace first floor window and provision of metal balustrade to flat roof with fold out escape ladder to create emergency escape.

Observations : Witney Town Council has no objection to this application. Members welcome the safety improvements to the building.

404- 5 26/105 Plot Ref :-26/01835/FUL Type :- FULL

Applicant Name :- . Date Received :- 07/08/2026

Location :- 2 Witan Park Industrial Estate OX28 4FH Date Returned :- 26/08/2026

Proposal : 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 : Witney Town Council has no objection to this application.

404- 6 26/106 Plot Ref :-26/01618/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 12/08/2026

Location :- 86 Quarry Road OX28 1JT Date Returned :- 26/08/2026

Proposal : Erection of single storey front and 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 measurers 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.

404- 7 26/107 Plot Ref :-26/01861/FUL Type :- FULL

Applicant Name :- . Date Received :- 10/08/2026

Location :- 8 Market Square OX28 6BB Date Returned :- 26/08/2026

Proposal : Change of use of the ground floor from Sui Generis (wine/cocktail bar/public house) to Class E (retail).

Observations : Witney Town Council has no objection to this application. Members welcome the change of use of the vacant premises to a retail unit.

404- 8 26/108 Plot Ref :-26/01717/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 12/08/2026

Location :- 104 Woodstock Road OX28 1DY Date Returned :- 26/08/2026

Proposal : Erection of first floor side extension

Observations : Witney Town Council has no objection to this application.

404- 9 26/109 Plot Ref :-26/01732/FUL Type :- FULL

Applicant Name :- . Date Received :- 14/08/2026

Location :- Almshouses 5-15 Newland Date Returned :- 26/08/2026

Proposal : 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 : Witney Town Council has no objection to this application. Members welcome the additional living space to these Almshouses.

404- 10 26/110 Plot Ref :-26/01733/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 14/08/2026

Location :- Almshouses 5-15 Newland Date Returned :- 26/08/2026

Proposal : 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 : Witney Town Council has no objection to this application. Members welcome the additional living space to these Almshouses.

404- 11 26/111 Plot Ref :-26/01864/S73 Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 17/08/2026

Location :- Scrap Yard, Rear of 58 West End Witney Date Returned :- 26/08/2026

Proposal : 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 Town Council has no objection to this application.

The Meeting closed at : 6:18pm

Signed : Chairman Date:

On behalf of :- Witney Town Council

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 15 September 2026

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

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman	J Treloar
	D Temple	R Smith
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Janine Sparrowhawk	Administration Asst - Communities & Planning
Others:	None.	

P440 **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

P441 **DECLARATIONS OF INTEREST**

There were no declarations of interest from Members.

P442 **PUBLIC PARTICIPATION**

There was no public participation.

Cllr D Temple joined the meeting at 6:07pm from Application number 26/01995/LBC

P443 **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.

P444 **NOTIFICATION OF PLANNING APPEAL - 2 VINER CLOSE, WITNEY**

The Committee received notification of Planning Appeal 26/00025/APPEAL in respect of 2 Viner Close, Witney.

Resolved:

That the notification of the Planning Appeal be noted.

P445 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - HUFFKINS, 35 HIGH STREET**

The Committee received and considered an application for a pavement licence for Huffkins, 35 High Street, Witney.

Resolved:

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council.

P446 **OCC CONSULTATION - WITAN WAY ZEBRA CROSSING**

The Committee received details of a consultation from Oxfordshire County Council concerning the installation of a Zebra Crossing at Witan Way.

Members strongly welcomed the proposed zebra crossing, highlighting longstanding road safety concerns at the location, particularly for schoolchildren, pedestrians and users travelling between Station Lane and surrounding residential and commercial areas.

The following response was agreed:

Witney Town Council strongly supports the proposed zebra crossing and welcomes its installation. Members consider this to be a long-awaited improvement that will provide a safer and more convenient crossing point for pedestrians.

The Members believe the proposal will significantly enhance road safety by improving pedestrian visibility and providing a dedicated crossing point at a location with high levels of pedestrian movement. Members particularly welcome the crossing's proximity to the nearby supermarket, business premises and industrial units, which generate regular pedestrian activity throughout the day.

The crossing will improve access for employees, customers, residents, schoolchildren, older people and those with mobility impairments, making it easier and safer to travel between these destinations on foot. Members also consider that the scheme will encourage active travel and support sustainable transport options within the town.

Overall, Witney Town Council fully supports the proposal and welcomes its implementation as a positive and much needed measure to improve pedestrian safety, accessibility and connectivity for all road users.

Resolved:

That, the above response be submitted to Oxfordshire Country Council for consideration.

Cllr D Temple left the meeting at 6:22pm

P447 **WEST OXFORDSHIRE DRAFT LOCAL PLAN 2043**

Members received notification of consultation on the draft Local Plan 2043 and noted that a formal response was required by 9 October 2026.

Discussion included the supporting Infrastructure Delivery Plan and whether sufficient infrastructure detail was available to inform consideration of the draft Plan. A Member highlighted the importance of ensuring that proposals relating to youth provision and enhanced sport and leisure facilities were appropriately reflected within the Witney-specific sections of the Plan.

Concerns were raised regarding terminology used within the draft document, including references to a "Northern Distributor Road", and it was considered important that such infrastructure terminology is clearly defined. Members further discussed the strategic transport requirements associated with future growth and expressed the view that, should a second river crossing not be delivered, there were questions as to whether elements of the Plan could be considered sound, noting that soundness was a key consideration identified within the District Council's consultation guidance.

It was agreed that Members would review the draft Plan in detail ahead of the Committee's next meeting on 6 October 2026, when a formal response would be formulated. The Committee Clerk invited Members to submit comments and observations to officers in advance of that meeting to enable a robust draft response to be prepared for consideration by the Committee.

Resolved:

1. That, the Committee welcomes the receipt of the draft West Oxfordshire Local Plan 2043 and;
2. That, Members review the details of the plan and;
3. That, the Committee formulate their response to the consultation at its meeting on 6 October 2026.

P448 **MINOR VARIATION - NEWSLINK, CORN STREET, WITNEY**

At the express permission of the Chair, and given the short statutory timescale for Witney Town Council to respond, the Committee received the Application for Minor Variation from NewsLink, Corn Street, Witney under the Licencing Act 2003.

Members concluded that the changes appeared minor in nature. No concerns were raised regarding the licensing objectives.

Members did, however, note that the submitted licence plan appeared not to include certain storage areas and ask that Officers query whether any alcohol storage associated with the premises should be reflected within the licensed area.

Resolved:
That, a no objection response be forwarded to the licencing team at West Oxfordshire District Council.

The meeting closed at: 6.41 pm

Chair

Witney Town Council

Planning Minutes - 15 September 2026

Committee Members Present :-

443

443- 1 26/112 Plot Ref :-26/01924/HHD Type :-
Applicant Name :- . Date Received :- 18/08/2026
Location :- 67 Oxlease Date Returned :- 16/09/2026
Proposal : Conversion of loft space to create additional living space
Observations : Witney Town Council has no objection to this application.

443- 2 26/113 Plot Ref :-26/01902/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 19/08/2026
Location :- Witney House
17 West End Date Returned :- 16/09/2026
Proposal : Alterations to include installation of a single split-system air conditioning unit, comprising an internal wall-mounted unit at first floor level, an external condenser unit to the side of the dwelling, and associated pipework
Observations : Witney Town Council has no objection to this application.

443- 3 26/114 Plot Ref :-26/01981/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 21/08/2026
Location :- 27 Dene Rise
Witney Date Returned :- 16/09/2026
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 possibilty of surface water flooding in this area, in accordance with Policy EH7 of the West Oxfordshire Local Plan 2031.

443- 4 26/115 Plot Ref :-26/02030/FUL Type :- FULL
Applicant Name :- . Date Received :- 27/08/2026
Location :- 8 Market Square
Witney Date Returned :- 16/09/2026
Proposal : Alterations to shop front and associated works
Observations : Witney Town Council has no objection to this application.

443- 5 26/116 Plot Ref :-26/02031/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 27/08/2026
Location :- 8 Market Square
Witney Date Returned :- 16/09/2026
Proposal : Internal and external alterations to replace shop front along with internal

alterations to change ground floor layout

Observations : Witney Town Council has no objection to this application.

443- 6 26/117 Plot Ref :-26/01995/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 28/08/2026

Location :- 18 Woodford Mill
Witney
Date Returned :- 16/09/2026

Proposal : Replacement of existing timber windows with Rationel FORMAPLUS aluminium-clad timber windows

Observations : Witney Town Council has no objection to this application. Members welcome the retention of the building's heritage features while improving the thermal efficiency of the windows. Members also recognise the increased longevity of the windows, which contribute to the overall sustainability of the building.

443- 7 26/118 Plot Ref :-26/02042/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 01/09/2026

Location :- 6 Station Lane
Witney
Date Returned :- 16/09/2026

Proposal : Internal alterations to install a toilet into first floor bedroom

Observations : Witney Town Council has no objection to this application. Members welcome the improvements to the living accommodation of this Almshouse.

443- 8 26/119 Plot Ref :-26/00776/S73 Type :- VARIATION

Applicant Name :- . Date Received :- 07/09/2026

Location :- Scrap Yard Rear of 58 West End
West End
Witney
Date Returned :- 21/09/2026

Proposal : Variation of conditions 1, 6 (cycle parking details), 17 (drainage) and 18 (surface water drainage scheme) of planning permission 26/00478/S73 to allow changes to internal layout (Plots 1 - 5), reconfiguration of garden boundaries (Plots 6 - 9) and changes to parking layout. External alterations to windows, doors and external amenity space of plot 5 (amended description and plans)

Observations : Witney Town Council has no objection to this application.

The Meeting closed at : 6:41pm

Signed : Chairman Date:

On behalf of :- Witney Town Council

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 6 October 2026

At 6.20 pm in the Virtual Meeting via MS Teams - Virtual Meeting

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman	R Smith
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Janine Sparrowhawk	Administration Asst - Communities & Planning
Others:	Councillor Owen Collins	
	Councillor Duncan Enright	

The Chair advised that the meeting was inquorate, as insufficient Members were physically present to satisfy the quorum requirements for a full meeting of the Committee under the Council's Standing Orders. Whilst two Members attended remotely, bringing the total attendance to the number required, remote attendance could not be counted towards the quorum when making formal resolutions in accordance with relevant legislation.

In view of the statutory consultation deadlines applicable to the planning applications, those present agreed to proceed in an advisory capacity only, consistent with the arrangements adopted for other virtual meetings of the Committee. Any comments or recommendations arising from the discussions would be referred to the next quorate in-person meeting of the Committee for ratification. The advisory minutes and consultation responses submitted on behalf of the Council would also be reported to Full Council for information.

P490 **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor G Meadows.

P491 **DECLARATIONS OF INTEREST**

Councillors J Aitman, O Collins, D Enright and R Smith declared a personal, non-prejudicial interest in Planning Application 26/02206/HHD due to knowing the applicant.

Councillor D Enright further declared that he undertook work with The Community Communication Partnership (CCP). In this role Councillor Enright noted that he did not undertake any work in Oxfordshire and would declare any direct conflict should they arise.

There were no other declarations from Members.

P492 **MINUTES**

The minutes of the Committee meetings held on 23 June, 14 July, 4 & 25 August and 15 September were not considered due to the meeting being inquorate.

Recommended:

That, the minutes of the Committee meetings held on 23 June, 14 July, 4 & 25 August and 15 September be presented to the meeting of the Committee on 17 November.

P493 **PUBLIC PARTICIPATION**

There was no public participation.

P494 **PLANNING APPLICATIONS**

The Committee received and considered a schedule of planning applications from West Oxfordshire District Council.

Recommended:

That, the comments, as per the attached schedule be forwarded to West Oxfordshire District Council.

P495 **PLANNING DECISIONS**

The Committee received and considered a schedule of planning decisions received from West Oxfordshire District Council (WODC).

The Committee Clerk summarised the reasoning for the decisions that were contrary to the Committee's submission.

Recommended:

That, the list circulated advising of WODC planning decisions be noted.

P496 **NOTIFICATION OF PLANNING APPEAL - 5A WEST END, WITNEY**

The Committee received notification of Planning Appeal 26/00028/APPEAL in respect of 5a West End, Witney

Resolved:

That, the Planning Appeal be noted.

P497 **OXFORDSHIRE COUNTY COUNCIL CONSULTATION - SPRING MEADOW PROPOSED ONE-WAY TRAFFIC RESTRICTION**

The Committee considered proposals to formalise a one-way traffic arrangement at Spring Meadow, Witney.

Members agreed that the proposal reflected the established use of the estate and would improve road safety. The Committee expressed support for the formalisation and welcomed the consultation exercise.

The following submission was agreed.

Witney Town Council support the formalisation of the One-Way Traffic Restriction. Members welcome the proposal, recognising that it will formalise the traffic flow arrangements within the residential development and help to provide a clearer and safer environment for residents, pedestrians, cyclists and motorists. The Council supports measures that contribute to improved road safety and the efficient movement of traffic within the development.

Recommended:

That, the above submission be made to support the one-way traffic restriction at Spring Meadows.

P498 **WEST OXFORDSHIRE DRAFT LOCAL PLAN 2043**

The Committee discussed the Town Council's response to the draft Local Plan 2043, noting this was the last opportunity to provide comments.

Members highlighted a number of key issues that should be reflected in the Council's response, including:

- Increased provision of youth facilities and services.
- Allotments and additional allotment provision to meet growing demand.
- Clear definition and specification of strategic transport infrastructure, including the Northern Distributor Road and West End Link Road.
- Delivery of the West End Link Road alongside, or in advance of, future growth.
- Additional sports, leisure and community facilities, including a replacement leisure centre, football pitches and other outdoor sports provision.
- Appropriate healthcare infrastructure and primary care capacity to support future population growth.
- Reference to the Council's Infrastructure Funding Statement as a supporting evidence base.
- Protection and safeguarding of land and opportunities associated with future rail connectivity.
- Greater emphasis on public art, culture and heritage.
- Recognition of public houses and similar venues as important community assets contributing to community wellbeing and social cohesion.
- Sustainable drainage measures, rain gardens, green canopies, tree planting and wider flood mitigation measures.
- Improved arts, exhibition and community spaces.
- Support for the vitality and viability of Witney town centre through cultural, community and public spaces.
- Ensuring that infrastructure and community facilities are planned and delivered alongside development so that growth is supported by the necessary services and amenities.

Recommended:

1. That, Officers prepare a draft consultation response reflecting the comments made by the Committee, and circulate it to the Chair and Leader prior to submission and;

That, the agreed consultation response be submitted to WODC and presented to Full Council on 12 October 2026 for noting.

P499 **WING - WEST END LINK ROAD**

The Committee received an update from both the Chair and Leader of the Council regarding concerns raised by the Witney Infrastructure Neighbourhood Group (WING) in relation to the North Witney development proposals; this being Oxfordshire County Council's stance on the omission of the West End Link Road and the adequacy of the proposed Northern Distributor Road.

Members expressed support for the approach being taken by WING and agreed that their concerns aligned with those of Witney Town Council regarding future infrastructure provision.

It was unanimously agreed that a letter of support be submitted highlighting the need for the West End Link Road and greater designation of the Northern Distributor Road.

The Committee also received an update from the Committee Clerk regarding a proposed councillor briefing with Oxfordshire County Council on the West End Link Road and noted that the date would be circulated to members.

Recommended:

That, a letter of support be prepared, following ratification by Full Council.

P500 **INFRASTRUCTURE FUNDING STATEMENT**

The Committee considered the draft Infrastructure Funding Statement and welcomed the work undertaken by officers in preparing the document.

Members agreed that it provided a comprehensive basis for future Section 106 and infrastructure funding requests and discussed a number of potential refinements. These included strengthening references to youth provision and the development of youth hubs, recognising the aspiration for a running track within the town, retaining support for basketball and other multi-use games facilities, and reflecting the need for ongoing improvements to cemetery buildings and infrastructure.

Officers emphasised the importance of retaining sufficient flexibility within project descriptions to ensure the Council was well positioned to maximise future funding opportunities as priorities and funding streams evolve.

Recommended:

1. That the draft Infrastructure Funding Statement be approved in principle, subject to further officer refinement and the completion of estimated funding figures,
2. That, the document remains under review with referral to Full Council for wider member consideration.

The meeting closed at: 7.09 pm

Chair

Witney Town Council

Planning Minutes - 6 October 2026

494

494- 1 26/120 Plot Ref :-26/02119/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 14/09/2026

Location :- 19 Saxon Way Witney Date Returned :- 07/10/2026

Proposal : Erection of a replacement conservatory with warm roof tile effect finish

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.

494- 2 26/121 Plot Ref :-26/02186/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 16/09/2026

Location :- 33 Abbey Road Witney Date Returned :- 07/10/2026

Proposal : Erection of single storey side and rear extension to form utility and shower room together with two storey rear infill 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 possibilty of surface water flooding in this area, in accordance with Policy EH7 of the West Oxfordshire Local Plan 2031.

494- 3 26/122 Plot Ref :-26/02206/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 18/09/2026

Location :- 14 Marsh Walk Witney Date Returned :- 07/10/2026

Proposal : Insertion of velux rooflight to front elevation

Observations : Witney Town Council has no objection to this application.

494- 4 26/123 Plot Ref :-26/02181/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 22/09/2026

Location :- 1 Wilmot Close Witney Date Returned :- 07/10/2026

Proposal : Erection of single-storey rear and side extensions

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 possibilty of surface water flooding in this area, in accordance with Policy EH7 of the West Oxfordshire Local Plan 2031.

494- 5 26/124 Plot Ref :-26/02216/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 22/09/2026

Location :- 17 Hurricane Close
Witney
Date Returned :- 07/10/2026

Proposal : Erection of a single storey rear extension with covered link, conversion of garage, 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 possibilty of surface water flooding in this area, in accordance with Policy EH7 of the West Oxfordshire Local Plan 2031.

494- 6 26/125 Plot Ref :-26/02211/S73 Type :- VARIATION

Applicant Name :- . Date Received :- 23/09/2026

Location :- 37 Burford Road
Witney
Date Returned :- 07/10/2026

Proposal : Variation of condition two of planning permission to 26/00849/HHD to allow alterations to the single storey rear extension.

Observations : Witney Town Council has no objection to this application.

494- 7 26/126 Plot Ref :-26/02276/FUL Type :- FULL

Applicant Name :- . Date Received :- 28/09/2026

Location :- 133 Burwell Drive
Witney
Date Returned :- 07/10/2026

Proposal : Alterations to shop front and associated works

Observations : Witney Town Council has no objection to this application.

494- 8 26/127 Plot Ref :-26/02139/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 29/09/2026

Location :- Barclays Bank
30-32 Market Square
Witney
Date Returned :- 07/10/2026

Proposal : Repair, maintenance and upgrade to HVAC services within existing retail bank

Observations : Witney Town Council has no objection to this application.

494- 9 26/128 Plot Ref :-26/02162/FUL Type :- FULL

Applicant Name :- . Date Received :- 25/09/2026

Location :- 2 Vanner Road
Witney
Date Returned :- 07/10/2026

Proposal : Change of use of annexe to self contained AIRBNB (Retrospective)

Observations : Witney Town Council has no objection to this application.

494- 10 26/129 Plot Ref :-26/02287/PN56 Type :- PRIOR NOTI

Applicant Name :- . Date Received :- 25/09/2026

Location :- Witney Town Bowls Club
The Leys
Witney
Date Returned :- 07/10/2026

Proposal : Installation of soalr PV array to Witney Town Bowls Club roof

Observations : Witney Town Council has no objection to this application and welcomes the proposed installation of solar PV as a positive step towards renewable energy generation and sustainability.

The Meeting closed at : 7:09pm

Signed : Chairman Date:

On behalf of :- Witney Town Council

PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 27 October 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
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Janine Sparrowhawk	Administration Asst - Communities & Planning
Others:	None	

P539 **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

P540 **DECLARATIONS OF INTEREST**

Councillor J Treloar declared a personal, non-prejudicial interest in Planning Appeal 26/00030/APPEAL advising that the landowner was known to him personally.

There were no other declarations from Members.

P541 **PUBLIC PARTICIPATION**

There was no public participation.

Councillor G Meadows joined the meeting at 6.19pm participating in planning applications 4.6 onwards.

P542 **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.

P543 **OXFORDSHIRE COUNTY COUNCIL PLANNING PERMISSION - R3.0130/26**

The Committee considered the proposed change of use from C2 residential institution to two one-bedroom flats with shared care provision.

Resolved:

That, a no objection response be forwarded to Oxfordshire County Council and that Members welcomed the proposal and its contribution towards supported and more independent living opportunities within the community.

P544 **NOTIFICATION OF PLANNING APPEAL LAND AT PEASHELL FARM DOWNS ROAD CURBRIDGE**

The Committee considered Appeal Reference 26/00030/APPEAL, relating to the proposed development of up to 370 dwellings.

Members discussed the appeal in the context of the emerging strategic planning considerations and considered whether any additional representation should be submitted.

The following response was agreed:

Members of the Planning & Development Committee wish to reiterate concerns regarding the site's suitability for large-scale residential development and highlighting that the location offers significant potential for employment generating uses, including science, technology and innovation based development given its strategic proximity to the A40 corridor.

Members noted the previously identified concerns regarding air quality and environmental impacts associated with the development at the location.

Resolved:

That the above response be submitted to the Planning Inspectorate for consideration.

P545 **APPLICATION FOR A NEW PREMISES LICENCE - CUP OF LOVE LTD 47 MARKET SQUARE, WITNEY**

The Committee received and considered an application for a new premises licence for Cup of Love Ltd, 47 Market Square, Witney.

Resolved:

That, a no objection response be forwarded to the licensing team at West Oxfordshire District Council with an additional comment that Members welcome the addition of a new business offer within the town centre and note the proposed operating arrangements.

P546 **APPLICATION FOR PAVEMENT LICENCE - GREGGS UNIT 4 AND 5 WELCH WAY WITNEY**

The Committee received and considered an application for a pavement licence for Greggs, Unit 4 & 5 Welch Way, Witney.

Resolved:

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

P547 **WITNEY AIR QUALITY MANAGEMENT AREA**

The Committee received correspondence regarding the proposed revocation of the Witney Air Quality Management Area from West Oxfordshire District Council.

The following response was agreed:

That, the Committee welcomed the improvement in air quality and raised no objection to the revocation of the Air Quality Management Area in line with DEFRA guidance.

Members requested that monitoring continue following revocation, particularly in light of significant transport infrastructure change and future housing growth proposals affecting the north of the town. Members also requested consideration be given to continued monitoring of wider air quality indicators where appropriate such as carbon particulates.

Resolved:

That, the above response be submitted to the Environmental Protection Team at West Oxfordshire District Council.

P548 **WITNEY TRAFFIC ADVISORY COMMITTEE MINUTES**

The Committee received the minutes of the Witney Traffic Advisory Committee held on 22 September 2026.

The Committee also noted updates relating to:

- The Witan Way zebra crossing proposals.
- High Street Improvements Scheme works.
- Community Speedwatch activity.
- Active travel and path improvement schemes.

Resolved:

That, the minutes of the Witney Traffic Advisory Committee held on 22 September 2026 be noted.

The meeting closed at: 6.57 pm

Chair

Witney Town Council

Planning Minutes - 27 October 2026

542

542- 1 26/130 Plot Ref :-26/02338/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 02/10/2026

Location :- 31 Ralegh Crescent Witney Date Returned :- 28/10/2026

Proposal : Demolition of existing detached garage. Erection of two storey side extension

Observations : Witney Town Council has no objection to this application. Membersalso welcome the additional green space.

542- 2 26/131 Plot Ref :-26/02360/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 06/10/2026

Location :- 50 New Yatt Road Witney Date Returned :- 28/10/2026

Proposal : Erection of 2 storey rear and side extensions along with modification to main roof, replacement windows 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 measurers are considered to help decrease the possibilty of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

542- 3 26/132 Plot Ref :-26/02381/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 13/10/2026

Location :- 41 Crawley Road Witney Date Returned :- 28/10/2026

Proposal : Extension of existing decking on lower ground level. (Retrospective).

Observations : Witney Town Council has no objection to this application.

542- 4 26/133 Plot Ref :-26/02318/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 13/10/2026

Location :- 64 Corn Street Witney Date Returned :- 28/10/2026

Proposal : External alterations to add an external door to an existing porch to enclose the space.

Observations : Witney Town Council has no objection to this application.

542- 5 26/134 Plot Ref :-26/02317/FUL Type :- FULL

Applicant Name :- . Date Received :- 13/10/2026

Location :- 64 Corn Street Witney Date Returned :- 28/10/2026

Proposal : External alterations to add an external door to an extisting porch to enclose the space.

Observations : Witney Town Council has no objection to this application.

542- 6 26/135 Plot Ref :-26/01708/FUL Type :- FULL

Applicant Name :- . Date Received :- 19/10/2026

Location :- 64 High Street
Witney

Date Returned :- 28/10/2026

Proposal : Part Conversion of a commercial retail shop to form 3.no flats, erection of a rear extension to form 2.no flats, and the erection of a detached unit to rear consisting 2no. flats, and associated landscaping works.

Observations : Witney Town Council objects to this application.
Whilst supportive in principle of bringing underused buildings back into residential use and welcoming the provision of cycle parking and communal amenity space, Members considered the scale of residential accommodation proposed to constitute overdevelopment of the site.
The Committee expressed concerns regarding:
The absence of on-site vehicle parking provision.
The likley displacement of resident parking demand onto surrounding streets and town centre parking facilities.
Potential impacts on highway safety and local parking pressures.
Concerns regarding accessibilty and emergency service access associated with the intensity of development proposed.
Members considered that the cumulative impact of seven residential units in this highly constrained town centre location had not been satisfactorily addressed.

542- 7 26/136 Plot Ref :-26/02484/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 19/10/2026

Location :- 64 High Street
Witney

Date Returned :- 28/10/2026

Proposal : Part conversion of a commercial retail shop to form 3.no flats, and erection of a rear extension to form 2no. flats, as part of wider development of the site

Observations : Witney Town Council objects to this application.
Whilst supportive in principle of bringing underused buildings back into residential use and welcoming the provision of cycle parking and communal amenity space, Members considered the scale of residential accommodation proposed to constitute overdevelopment of the site.
The Committee expressed concerns regarding:
The absence of on-site vehicle parking provision.
The likley displacement of resident parking demand onto surrounding streets and town centre parking facilities.
Potential impacts on highway safety and local parking pressures.
Concerns regarding accessibilty and emergency service access associated with the intensity of development proposed.
Members considered that the cumulative impact of seven residential units in this highly constrained town centre location had not been satisfactorily addressed.

542- 8 26/137 Plot Ref :-26/02447/S73 Type :- VARIATION

Applicant Name :- . Date Received :- 19/10/2026

Location :- McDonalds
Ducklington Lane
Witney

Date Returned :- 28/10/2026

Proposal : Removal of conditions 3 and 4 of permission 25/03152/S73 to allow for he submission and approval of an odour risk assessment and the kitchen odour extraction and filtration system to be used during the 24-hour operation, along with the details of the arrangements to control on and off-site litter (retrospective)

Observations : Witney Town Council has no objection to this application.

542- 9 26/138 Plot Ref :-26/02465/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 21/10/2026

Location :- 37 Hailey Road Witney Date Returned :- 28/10/2026

Proposal : Erection of a two storey and single storey rear extension to replace existing single storey rear extension, 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 measurers are considered to help decrease the possibilty of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

The Meeting closed at : 6.57pm

Signed : Chairman Date:

On behalf of :- Witney Town Council

Witney Town Council

Planning & Development 17.11.2026

5

5 . 1 **26/139** Plot Ref :- 26/02482/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 23/10/2026

Parish :- EAST Date Returned :-

Location :- Cogges Church Centre Agent
Church Lane
Witney

Proposals :- Internal and external alterations to repair and restore the dormer window and replace roof lights.

Observations :-

5 . 2 **26/140** Plot Ref :- 26/02481/FUL Type :- FULL

Applicant Name :- . Date Received :- 23/10/2026

Parish :- EAST Date Returned :-

Location :- Cogges Church Centre Agent
Church Lane
Witney

Proposals :- Repair and restoration of the dormer window and replacement roof lights.

Observations :-

5 . 3 **26/141** Plot Ref :- 26/02540/HHD Type :- HOUSEHOL

Applicant Name :- . Date Received :- 28/10/2026

Parish :- WEST Date Returned :-

Location :- 37 Olley Crescent Agent
Witney

Proposals :- Conversion of integral garage into a playroom.

Observations :-

5 . 4 **26/142** Plot Ref :- 26/02519/FUL Type :- FULL

Applicant Name :- . Date Received :- 02/11/2026

Parish :- EAST Date Returned :-

Location :- The Blake Primary School Agent
Cogges Hill Road
Witney

Proposals :- Single storey extension to existing school.

Observations :-

5 . 5 **26/143** Plot Ref :- 26/02114/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 04/11/2026

Parish :- North Date Returned :-

Location :- 25 West End Witney Agent

Proposals :- Works to remove an interior wall from the front living room of the house.

Observations :-

5 . 6 **26/144** Plot Ref :- 26/02605/S73 Type :- VARIATION

Applicant Name :- . Date Received :- 09/11/2026

Parish :- North Date Returned :-

Location :- 35 New Yatt Road Witney Agent

Proposals :- Variation of condition 2 of planning permission 26/01841/HHD to allow relocation of the car port.

Observations :-

5 . 7 **26/145** Plot Ref :- 26/02603/HHD Type :- HOUSEHOL

Applicant Name :- . Date Received :- 06/11/2026

Parish :- EAST Date Returned :-

Location :- 2A Pensclose Witney Agent

Proposals :- Erection of a single storey extension on the side elevation, demolition of existing conservatory, and associated works.

Observations :-

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 6 **Tue 17 November 2026** **District Ref**

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

GRANTED PLANNING PERMISSIONS

E	26/102	Approved	35 New Yatt Road
E	26/103	Approved	Hollybush Inn
E	26/104	Approved	Hollybush Inn
C	26/107	Approved with Conditions	8 Market Square

District COMMENT The premises shall not be open for customers outside the following hours:
09:00 to 17:30; Mondays - Fridays.
09:00 to 17:30; Saturdays.
Closed; Sundays and Bank Holidays.
REASON: To safeguard living conditions in nearby properties.

Local COMMENT Witney Town Council has no objection to this application. Members welcome the change of use of the vacant premises to a retail unit.

E	26/108	Approved	104 Woodstock Road
E	26/109	Approved	Almshouses 5-15 Newland
C	26/110	Approved with Conditions	Almshouses 5-15 Newland

District COMMENT The boundary wall shall be reconstructed as specified on the approved drawings in accordance with a 1m x 1m sample panel of the facing masonry to inlcude a sample of the capping which will be erected on site and approved in writing by the Local Planning Authority before any boundary wall works are commenced and shall be thereafter retained on site until the development is completed.
REASON: To safeguard the character and appearance of the area.

Notwithstanding details contained in the application, detailed specifications and drawings of all external windows to include elevations of each complete assembly at a minimum 1:20 scale and sections of each component at a minimum 1:5 scale and including details of all materials, finishes and colours shall be submitted in writing by the Local Planning Authority before that architectural feature is commissioned/erected on site. The development shall be carried out in accordance with the approved details.
REASON: To ensure the architectural detailing of the building reflects the established character of the area.

Local COMMENT Witney Town Council has no objection to this application. Members welcome the additional living space to these Almshouses.

C	26/111	Approved with Conditions	Scrap Yard, Rear of 58

District COMMENT Notwithstanding details contained in the application, detailed specifications and drawings of all external windows and doors to include elevations of each complete assembly at a minimum 1:20 scale and sections of each component at a minimum 1:5 scale and including details of all materials, finishes and colours shall be submitted to and approved in writing by the Local Planning Authority before that architectural feature is commissioned/erected on site. The development shall be carried out in accordance with the approved details.
REASON: To ensure the architectural detailing of the building reflects the established character of the

Local COMMENT Witney Town Council has no objection to this application.

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

GRANTED PLANNING PERMISSIONS

area.

The window and door frames shall be recessed from the face of the building to match windows and doors on the existing building.
REASON: To ensure the architectural detailing of the building reflects the established character of the existing building.

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification), no development permitted under Schedule 2, Part 1, Classes A, C, D, E, F, G, and H shall be carried out other than that expressly authorised by this permission.
REASON: Control is needed to safeguard the character and appearance of the locally listed building and Witney and Cogges Conservation Area, and to safeguard neighbouring amenity.

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification) no fences, gates or walls shall be erected within the curtilage of any dwelling house forward of any wall of that dwelling house which fronts onto a road or footpath, other than those expressly authorised by this permission.
REASON: To safeguard the open plan character of the development/ to safeguard the character and appearance of the area.

No dwelling shall be occupied until a plan indicating the positions, design, materials, type and timing of provision of boundary treatment to be erected has been agreed in writing by the Local Planning Authority. The boundary treatment shall include provision for hedgehog highways, and shall be completed in accordance with the approved details and retained thereafter.
REASON: To safeguard the character and appearance of the area, and improve opportunities for biodiversity.

No floodlighting or other form of external lighting shall be installed except in accordance with details which have previously been submitted to and approved in writing by the Local Planning Authority. Such details shall include location, height, type and direction of light sources and intensity of illumination. Any lighting which is so installed shall not thereafter be altered without the prior consent in writing of the Local Planning Authority.
REASON: To safeguard the character and appearance of the area.

The development shall be carried out in accordance with the Drainage Design TBM2 - ICS - 01 - XX - DR - C - 0200 Revision P04 and the Drainage Strategy 6884-TMB2-ICS-XX-RP-C-07.001 revision P04 both dated 17/9/26 prior to the first

occupation of the development hereby approved and shall be maintained in accordance with the management plan thereafter.
REASON: To ensure the proper provision for surface water drainage and/ or to ensure flooding is not exacerbated in the locality (The West Oxfordshire Strategic Flood Risk Assessment, National Planning Policy Framework and Planning Practice Guidance).

The development shall be carried out in accordance with the revised CEMP prepared by Tsoy Limited Version 2: 2026-09-15. The construction hours shall not occur outside of the following hours where noise is audible at any point at the boundary of any noise sensitive dwelling:
Mon - Fri 08.00 - 18.00
Sat 08.00 - 13.00
All other times, including Sundays, Bank and Public Holidays there shall be no such noise generating activities.
REASON: To protect the amenity of the locality, especially for people living nearby in line with the National Planning Policy Framework and the Local Plan.

Prior to first occupation of the development hereby approved, a Landscape and Ecological Management Plan (LEMP) shall be submitted to and approved in writing by the local planning authority. The plan shall include details of the following:
a) Arrangements for establishing vegetated gardens with details of tree and shrub planting;
b) A full planting schedule utilising primarily native species;
c) Details of externally-mounted bat and bird boxes which are to be of durable construction and suitably located;
d) Rolling, long-term maintenance measures covering up to a 30-year period; and
e) Details of responsible persons.
The approved plan shall be implemented as described and retained thereafter.
REASON: To protect and enhance biodiversity in accordance with the National Planning Policy Framework 2026 and Local Policy EH3 and in order for the Council to comply with Part 3 of the Natural Environment and Rural Communities Act 2006.

The car parking areas (including where appropriate the marking out of parking spaces) shown on the approved plans shall be constructed before occupation of the development and thereafter retained and used for no other purpose.
REASON: To ensure that adequate car parking facilities are provided in the interests of road safety.

No dwelling shall be occupied until details of cycle storage for the dwellings have been submitted to and approved in writing by the local planning authority and the cycle storage required to serve those dwellings have been provided in accordance with the approved details. The cycle storage so approved shall thereafter be permanently retained and kept available for cycle parking.
REASON: In the interests of improving air quality in the Witney Air Quality Management Area.

The Remediation Scheme, as agreed in writing by the Local

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

Planning Authority, shall be fully implemented in accordance with the approved timetable of works and before the development hereby permitted is first occupied. Any variation to the scheme shall be agreed in writing with the Local Planning Authority in advance of works being undertaken. On completion of the works the developer shall submit to the Local Planning Authority a Verification Report confirming that all works were completed in accordance with the agreed details. If, during the course of development, any contamination is found which has not been identified in the site investigation, additional measures for the remediation of this contamination shall be submitted to and approved in writing by the local planning authority. The remediation of the site shall incorporate the approved additional measures.
REASON: To prevent pollution of the environment in the interests of the amenity. Relevant Policies: West Oxfordshire Local Planning Policy EH8 and the NPPF15

No dwelling hereby approved shall be occupied until the means to ensure a maximum water consumption of 110 litres use per person per day, in accordance with policy OS3, has been complied with for that dwelling and retained in perpetuity thereafter.
REASON: To improve the sustainability of the dwellings in accordance with policy OS3 of the West Oxfordshire Local Plan 2031.

E	26/112	Approved	67 Oxlease
E	26/114	Approved	27 Dene Rise
E	26/115	Approved	8 Market Square
E	26/116	Approved	8 Market Square
E	26/117	Approved	18 Woodford Mill
E	26/118	Approved	6 Station Lane
C	26/119	Approved with Conditions	Scrap Yard Rear of 58 West End

District COMMENT That the development be carried out in accordance with the plans previously approved under application 23/02730/FUL and as amended by 26/00478/S73 other than where these have been superseded by the approved plans listed below.
REASON: For the avoidance of doubt as to what is permitted

The works must be carried out in accordance with the following approved details: Schedule of Materials - WW24JB-03, Dated: 1st December 2024.
REASON: To safeguard the character and appearance of the area.

The works must be carried out in accordance with the following approved details:

Local COMMENT Witney Town Council has no objection to this application.

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

GRANTED PLANNING PERMISSIONS

Remediation Strategy - P24-355rms_v2, Dated: 24th February 2025
Contamination Summary Plan (Proposed site layout), Dated: December 2024
Ideal Cover System Schematic Cross Sections
Ground Gas Protection Measures Schematic Plan
Membrane Specification - Gas Seal Black and Gas Seal GR DPC
Foundation Detail - 7254-GBS-XX-XX-A-DR-220-P02, dated: 18th February 2025
REASON: To ensure any contamination of the site is identified and appropriately remediated. Relevant Policies: West Oxfordshire Local Planning Policy EH8 and the NPPF.

The Remediation Scheme, as agreed in writing by the Local Planning Authority, shall be fully implemented in accordance with the approved timetable of works and before the development hereby permitted is first occupied. Any variation to the scheme shall be agreed in writing with the Local Planning Authority in advance of works being undertaken. On completion of the works the developer shall submit to the Local Planning Authority written confirmation that all works were completed in accordance with the agreed details. If, during the course of development, any contamination is found which has not been identified in the site investigation, additional measures for the remediation of this contamination shall be submitted to and approved in writing by the local planning authority. The remediation of the site shall incorporate the approved additional measures.
REASON: To ensure any contamination of the site is identified and appropriately remediated. Relevant Policies: West Oxfordshire Local Planning Policy EH8 and the NPPF.

Before first occupation of the building/extension hereby permitted the window(s) in the side elevation of plot 10 shall be fitted with obscure glazing and shall be retained in that condition thereafter.
REASON: To safeguard privacy in the adjacent property.

No dwellings shall be occupied until the cycle parking spaces required to serve those dwellings have been provided in accordance with the approved details shown on the amended plan submitted 5th October 2026 drawing number WIT-CSL-01. The cycle parking areas so approved shall thereafter be permanently retained and kept available for cycle parking.
REASON: In the interests of promoting sustainable transport.

No dwelling shall be occupied until all the roads, driveways and footpaths serving the development have been drained, constructed and surfaced in accordance with plans and specifications that have been first submitted to and approved in writing by the Local Planning Authority.
REASON: In the interests of road safety.

The garage accommodation hereby approved shall be used for the parking of vehicles ancillary to the residential occupation of the dwelling(s) and for no other purposes.

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' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

REASON: In the interest of road safety and convenience and safeguarding the character and appearance of the area.

The works must be carried out in accordance with document: CONSTRUCTION TRAFFIC MANAGEMENT PLAN FOR Land to the rear of 58 West End, Witney,
OX28 1NS dated: 11-10-2024.
REASON: In the interests of highway safety and to mitigate the impact of construction vehicles on the surrounding highway network, road infrastructure and local residents, particularly at morning and afternoon peak traffic times.

The first residents of each dwelling shall be provided with a copy of the Travel Information Pack approved under application ref. 25/02877/CND.
REASON: To ensure all residents and employees are aware from the outset of the travel choices available to them, and to comply with Government guidance contained within the National Planning Policy Framework

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification), no development permitted under Schedule 2, Part 1, Classes A, AA, B, C, D, E, G and H shall be carried out other than that expressly authorised by this permission.
REASON: Control is needed to protect residential and visual amenity.

The development shall be carried out in accordance with the details approved under application reference 25/02877/CND.
REASON: To ensure the architectural detailing of the buildings reflects the established character of the area.

The acoustic design of the new residential homes shall accord with the internal noise design criteria specifications of BS 8233:2014; Guidance on Sound Insulation and Noise Reduction for Buildings.
REASON: To protect the amenity of the locality, especially for people living and/or working nearby.

The Construction Environmental Management Plan (CEMP) approved under application reference 24/03137/CND shall be adhered to.
REASON: To protect the amenity of the locality, especially for people living and/or working nearby

Hours of work shall be restricted to 08:00 to 18:00 Monday to Friday and 08:00-13:00 on Saturday with no working on Sunday or Bank Holidays.
REASON: To protect the amenity of the locality, especially for people living and/or working nearby.

The car parking areas (including where appropriate the marking out of parking spaces) shown on the approved plans shall be constructed before occupation of the development and thereafter retained and used for no other purpose.
REASON: To ensure that adequate car parking facilities are

provided in the interests of road safety.

The approved drainage system shall be implemented in accordance with the submitted Detailed Design prior to the use of the building commencing: Reference: FRA & Drainage Strategy T&B Motors January 2025 Revision P03.
REASON: To ensure that the principles of sustainable drainage are incorporated into this proposal.

The submitted detailed surface water drainage scheme shall be implemented in accordance with the approved details before the development is completed.
REASON: To ensure development does not increase the risk of flooding elsewhere; in accordance with the National Planning Policy Framework (NPPF) and Local and National Standards.

Prior to first occupation, a record of the installed SuDS and site wide drainage scheme shall be submitted to and approved in writing by the Local Planning Authority for deposit with the Lead Local Flood Authority Asset Register. The details shall include:
(a) As built plans in both .pdf and .shp file format;
(b) Photographs to document each key stage of the drainage system when installed on site;
(c) Photographs to document the completed installation of the drainage structures on site
(d) The name and contact details of any appointed management company information.
REASON: To ensure that the principles of sustainable drainage are incorporated into this proposal.

No dwelling hereby approved shall be occupied until the means to ensure a maximum water consumption of 110 litres use per person per day, in accordance with policy OS3, has been complied with for that dwelling and retained in perpetuity thereafter.
REASON: To improve the sustainability of the dwellings in accordance with policy OS3 of the West Oxfordshire Local Plan 2031.

The energy and sustainability statement approved under application reference 25/01831/CND shall be implemented in accordance with the approved details before the development is completed. All the recommendations shall be implemented in full, unless otherwise agreed in writing by the LPA, and thereafter permanently maintained.
REASON: In the interests of energy efficiency and climate change

The CEMP approved under application reference 24/03137/CND shall be adhered to and implemented throughout the construction period strictly in accordance with the approved details, unless otherwise agreed in writing by the local planning authority.
REASON: To maintain and enhance biodiversity prior to and during construction in accordance with paragraphs 174, 179 and 180 of the NPPF (Chapter 15), Policy EH3 of the West Oxfordshire District Local Plan 2031 and in order for the

council to comply with Part 3 of the Natural Environment and Rural Communities Act 2006.

The works must be carried out in accordance with the Landscape and Biodiversity Enhancement and Management Plan details approved under application reference 24/03137/CND, unless agreed otherwise in writing by the local planning authority.
Reason: To maintain and enhance biodiversity, and to ensure long-term management in perpetuity, in accordance with paragraphs 174, 179 and 180 of the NPPF (Chapter 15), Policy EH3 of the West Oxfordshire District Local Plan 2031 and in order for the council to comply with Part 3 of theNatural Environment and Rural Communities Act 2006.

No removal of any vegetation or the demolition or conversion of buildings shall take place between 1st March and 31st August in any year, unless a detailed survey has been carried out to check for nesting birds. Where nests are found in any building, hedgerow, tree or scrub or other habitat to be removed (or converted or demolished in the case of buildings), a 5m exclusion zone shall be left around the nest until breeding is complete. Completion of nesting shall be confirmed by a suitably qualified person and a report submitted to and approved in writing by the Local Planning Authority before any further works within the exclusion zone take place.
REASON: To provide additional opportunities for roosting for bats, nesting birds and hedgehogs as a biodiversity enhancement, in accordance with paragraphs 174, 179 and 180 of the National Planning Policy Framework (Chapter 15), Policy EH3 of the West Oxfordshire District Local Plan 2031 and Section 40 of the Natural Environment and Rural Communities Act 2006.

The external lighting shall be installed in accordance with the details approved under application reference 25/02637/CND. Any lighting which is so installed shall not thereafter be altered without the prior consent in writing of the Local Planning Authority.
REASON: To safeguard the character and appearance of the area.

Lighting shall be carried out in accordance with the detailed lighting strategy approved under application reference 25/02637/CND. Such approved measures will be implemented in full.
REASON: To protect nocturnal wildlife in accordance with the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife and Countryside Act 1981 (as amended), Circular 06/2005, paragraphs 174, 179 and 180 of the National Planning Policy Framework (Chapter 15), Policy EH3 of the West Oxfordshire District Local Plan 2011-2031 and in order for the Council to comply with Part 3 of the Natural Environment and Rural Communities Act 2006.

Notwithstanding the information provided on the approved layout plan, walls and fences around each plot and on the site boundaries shall be erected in accordance with the details

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' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

approved under ref. 26/01220/CND before occupation of the associated dwellings hereby approved and thereafter be retained.
REASON: To ensure that in the interests of privacy and visual amenity a high standard of boundary
treatment is provided.

The proposed development shall be carried out strictly in accordance with the Arboricultural Report by Sylva Consultancy dated October 2023, unless agreed otherwise in writing by the Local Planning Authority.
REASON: To safeguard trees and the visual amenity of the area.

E	26/120	Approved	19 Saxon Way
E	26/121	Approved	33 Abbey Road
E	26/124	Approved	17 Hurricane Close
C	26/128	Approved with Conditions	2 Vanner Road

District COMMENT The occupation of the accommodation shall be limited to holiday tenancies not to exceed 8 weeks (in each case) and no person shall occupy the accommodation in consecutive tenancy periods.
Reason: The accommodation is on a site where residential development would not normally be permitted, and is unsuitable for continuous residential occupation.

The Holiday let hereby approved shall only be operated by the owners of 2 Vanner Road and shall not be sold or let separately to the main dwelling.
Reason: A separately managed holiday let may result in uncontrolled movements by the occupiers that would result in an unacceptable impact on the amenity of the occupiers of 2 Vanner Road as well as the neighbouring dwellings.

Local COMMENT Witney Town Council has no objection to this application.

REFUSED PLANNING PERMISSIONS

E	WTC/185/24	Refused	LAND EAST WITNEY RD DUCKLINGTN

OTHER PLANNING DETAILS

	WTC/138/25	Withdrawn	61 MIRFIELD ROAD

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

WEST OXFORDSHIRE DISTRICT COUNCIL

The Town Council

Your Ref: W/26/01156/PAVLIC

Date: 4th November 2026

Dear Town Clerk,

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

We have received an application for **The Company Of Weavers 31 Market Square Witney Oxfordshire OX28 6AD** under the Business and Planning Act 2020.

Monday to Sunday 08:00 to 19:00 Hrs (as per current licence)

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 **18th November 2026**.

Yours faithfully

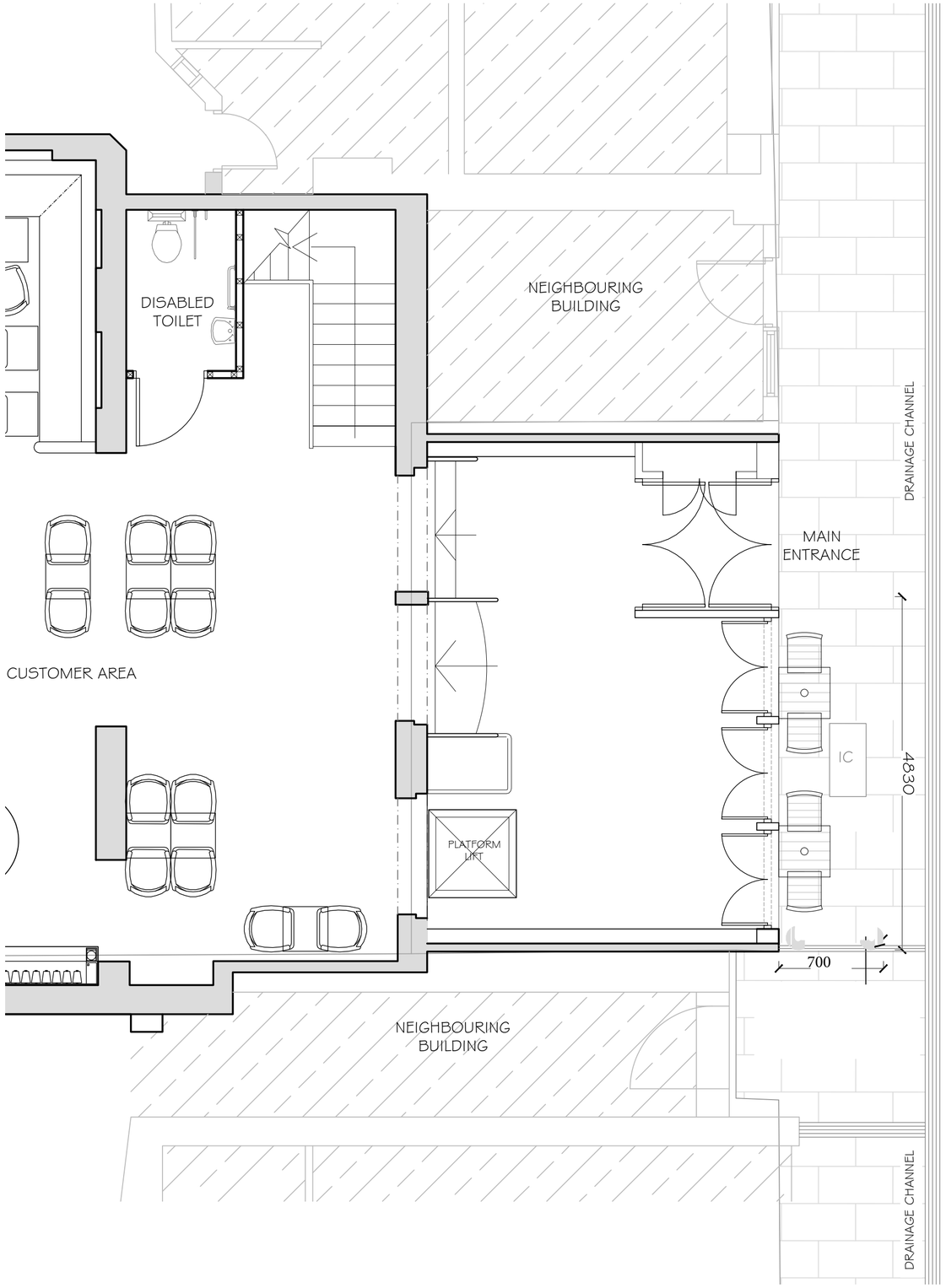
Licensing Team
Environmental and Regulatory Services

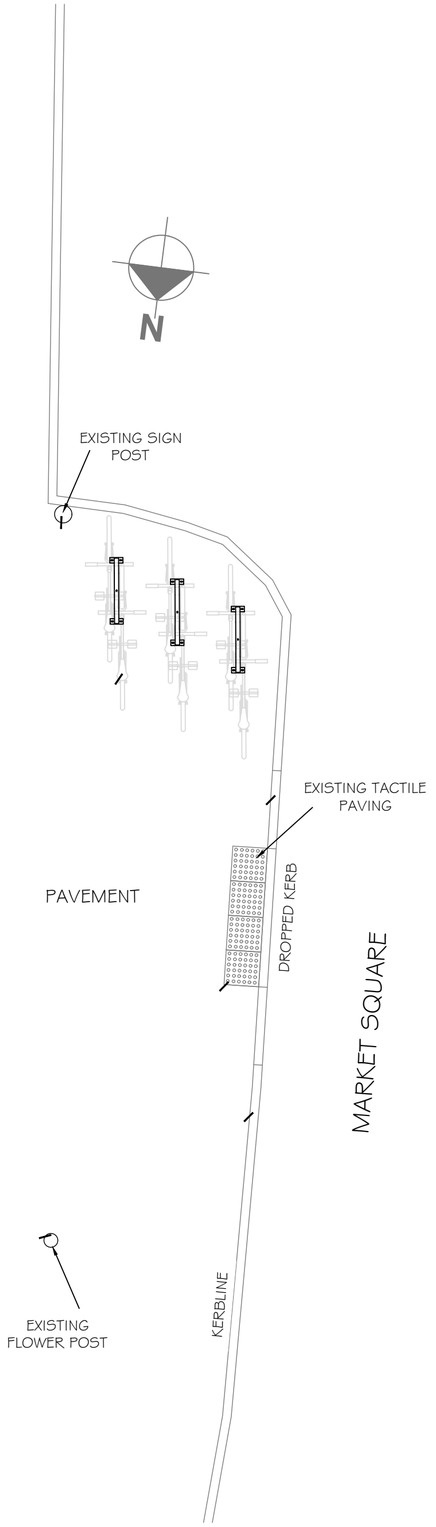
West Oxfordshire District Council may share information provided to it with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998

NOTE - Responsibility is not accepted for errors made by others in scaling from this drawing. All construction information should be taken from figured dimensions only

Scale 1:50

0 0.5 1m 2m





REVISIONS

REV A: PAVEMENT CAFE REDUCED IN SIZE, 2 CHAIRS REMOVED, DIMS ADDED, PAVEMENT HATCH CORRECTED. RM 28.10.24

kdpa

Brooklyn Chambers, 11 Goring Road,
Worthing, West Sussex BN12 4AP
+44 (0)1903 496 999 www.kdpaine.co.uk

CLIENT	JD WETHERSPOON PLC
PROJECT	PUB NO: 6612 THE COMPANY OF WEAVERS WITNEY, OXFORDSHIRE
DRAWING	PROPOSED PAVEMENT CAFE

SCALE A2/1:50	DATE MAY 2022	DRAWN AA
PROJECT No 7776	DRAWING No PL-003	REVISION A

14. Mill Table with the fixed base 70x70 -Table Option- 14 €220.00

The top looks like a real aged solid Oak top, but is in fact a replica which is maintenance free.
Chairs to be ordered separately.

Supplier part number: 4008-0032





8 Galaxy Bida Chair (Black/Anthracite) -Chair Option- 8 €43.00

Modern, unique design. Stable, strong, stacking, ideal for windy areas. Ten year life expectancy. Good-looking and comfortable. Idea

Supplier part number: 1007-2501





Planning Inspectorate

Appeal Decision

Site visit made on 30 July 2026

by N Robinson BA (Hons) MA MRTPI

an Inspector appointed by the Secretary of State

Decision date: 6 August 2026

Appeal Ref: 6010073
10 Hangar Close, Witney, Oxfordshire OX29 7BN

- The appeal is made under section 78 of the Town and Country Planning Act 1990 (as amended) against a refusal to grant planning permission.
- The appeal is made by Mrs Rina Doyle against the decision of West Oxfordshire District Council.
- The application Ref is 26/00373/FUL.
- The development proposed is change of use of amenity space to enlarge domestic garden, and erection of 1.8 metre fence (retrospective).

Decision

1. The appeal is dismissed.

Preliminary Matters

2. The proposal is referred to as being retrospective and it is clear from my site inspection that a fence is already in place. Nonetheless, for the avoidance of doubt, I have determined the appeal on the basis of the proposed plans.

3. I have taken the description of the development from the decision notice as this description omits words that are not an act of development.

Main Issue

4. The main issue is the effect of the development on the character and appearance of the area.

Reasons

5. The site relates to an area of land to the east of 10 Hangar Close. No 10 is located at the eastern end of Hangar Close, a cul de sac located on a modern residential estate. The estate is characterised by modern residential development interspersed with areas of landscaping which gives the area a pleasant, verdant and spacious character. The site is located to the north of a bend in Mary Ellis Way and is highly visible from the street scene in views from the south and east. Permission is sought for a change of use of the land to the rear of the property to a private garden and the enclosure of this land with a 1.8m high close boarded fence.

6. The landscaping plan for the area approved in relation to reserved matters application 18/03206/RES shows the site as part of a landscaped area wrapping around the north and east of the appeal property, connecting Mary Ellis Way and Hangar Close. By virtue of its limited scale, I acknowledge that the land would unlikely hold significant value as a location for recreational activities by residents and I note that it is not formally designated as open space or recreational land.

Regardless of the ownership of and maintenance responsibilities for this land, nonetheless it was clearly intended for this land to form part of the integrated landscaping for the estate. It performs a visual function which, in combination with the other landscaped areas, softens and breaks up the estate's built form and contributes to the established character of the area.

7. It is the appellant's case that the land enclosed by the fence is not large enough to be of any public use, was underused in its original form and that it could not be used for recreational purposes due to the proximity to the host dwelling. Nonetheless, the permanent loss of land intended to form part of the wider landscaping for the estate results in a loss of openness and harm to the established character and appearance of the area. That other areas of open space would remain within the area fails to overcome the harm arising from the permanent loss of this space from the public realm and its role as part of the estate's planned layout.

8. By virtue of its scale, form and location, the fence enclosure forms a highly visible feature which appears prominent and incongruent in street scene views, detracting from the area's established character. It is stated that prior to the installation of the fence, the land was demarcated by a low level knee rail. However, the evidence indicates that, by virtue of its height and form, this knee rail permitted views across the site and did not result in the visual enclosure of the land or appear prominent in views from the street scene. That permission has been granted by the estate's developer and the estate management company for the erection of the fence does not overcome the identified harm to the character and appearance of the area.

9. In support of the proposal the appellant refers to other boundary enclosures within the estate. Many of these examples are not enclosures of a similar form and there is no suggestion that they are sited in comparable locations which are highly-visible from the street scene or that they enclose areas which formed part of the wider landscaping for the estate. I therefore afford these examples to which my attention has been drawn limited weight.

10. In support of the proposal the appellant references development that could be carried out under permitted development (PD) rights under Schedule 2, Part 2, Class A of the Town and Country (General Permitted Development) (England) Order 2015 (as amended) (the GPDO) which permits an enclosure up to 2 metres above ground level, or up to 1 metre above ground level where erected or constructed adjacent to a highway used by vehicular traffic. The term 'adjacent to a highway' is not defined in the GPDO. What constitutes 'adjacent to a highway' is a matter of fact and degree, depending on the circumstances of the case. Parts of the fencing are located adjacent to Mary Ellis Way, a highway used by vehicular traffic and, given the limited distance between the fencing and Mary Ellis Way, it is, in my view, adjacent to a highway used by vehicular traffic. Accordingly, as the enclosure exceeds 1 metre above ground level, it would not be PD.

11. The appellant submits that, should any minor details require refinement, she is willing to accept appropriately-worded conditions. However, I cannot be assured that appropriately worded conditions could address the identified harm.

12. There is no suggestion that the development results in any loss of light or noise disturbance to the occupiers of neighbouring properties. Nonetheless, for the reasons set out above, it results in harm to the character and appearance of the

area. Conflict therefore arises with those aims of policies OS2, OS4 and EH4 of the West Oxfordshire Local Plan 2031 (2018) which seek to ensure that development does not involve the loss of an area of open space or any other feature that makes an important contribution to the character or appearance of the area, is of a high quality design which respects the character of the locality and which require that existing areas of public space and green infrastructure will be protected and enhanced. I also find conflict with the West Oxfordshire Design Guide (2016) which has similar aims and which seeks to ensure that boundary treatments reinforce local character.

Other Matters

13. In support of the proposal the appellant sets out that the fence has been erected to prevent undesirable behaviour in proximity to the appeal property. To that end the development results in benefits to the living conditions of the appellant and her family including improved privacy and security. Nonetheless, there is no compelling evidence before me that these private benefits outweigh the harm I have identified in relation to the development's impact on the character and appearance of the surrounding area.

Conclusion

14. For the reasons given above the appeal should be dismissed.

N Robinson

INSPECTOR

Planning Inspectorate

Appeal Decision

Site visit made on 11 August 2026

by J J Evans BA (Hons) MA MRTPI

an Inspector appointed by the Secretary of State

Decision date: 2 September 2026

Appeal A Ref: 6009101
46 Market Square, Witney, Oxfordshire OX28 6AL

- The appeal is made under section 78 of the Town and Country Planning Act 1990 (as amended) against a refusal to grant planning permission.
- The appeal is made by Mrs Juliet Druce against the decision of West Oxfordshire District Council.
- The application Ref is 25/01989/FUL.
- The development proposed is the change of use of an existing single storey building from commercial use to a single dwelling and side extension.

Appeal B Ref: 6009103
46 Market Square, Witney, Oxfordshire OX28 6AL

- The appeal is made under section 20 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) against a refusal to grant listed building consent.
- The appeal is made by Mrs Juliet Druce against the decision of West Oxfordshire District Council.
- The application Ref is 25/01990/LBC.
- The works proposed are the change of use of an existing single storey building from commercial use to a single dwelling and side extension.

Decision

1. Appeal A: the appeal is dismissed.

2. Appeal B: the appeal is dismissed.

Preliminary Matters

3. A revised version of the National Planning Policy Framework (the Framework) was published on 17 August 2026, and the comments of the main parties were sought. Consideration has been given to those received in reaching the appeal decisions.

4. 46 Market Square and 44 and 44A Market Square are grade II listed buildings, all of which are in the Witney and Cogges Conservation Area. As required by Sections 16(2), 66(1) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 (the Act), special regard has been paid to preserving a listed building or its setting or any features of special architectural or historic interest which it possesses, and of preserving or enhancing the character or appearance of a conservation area.

5. The appeals building is a single storey outbuilding to the rear of 46 Market Square. Known as Long Barn, it has been referred to by the Council as a listed curtilage building and as a Non-Designated Heritage Asset. The building is within the same ownership of those who own No 46, and historic maps of the area show that it existed before 1st July 1948. The outbuilding has a legible ancillary form,

appearance and positioning that denotes a physical and functional relationship to No 46. Planning and listed building consent applications for the scheme were submitted, and the appellant is appealing against the refusal of both. Consequently, for the appeals Long Barn has been considered as a listed curtilage building.

6. As set out above, there are two appeals at the property, one of which seeks planning permission for the change of use and extension (appeal A) and the other listed building consent (appeal B). Each case has been considered on its individual merits, although to avoid duplication they have been dealt with together, except where otherwise indicated.

Main Issues

7. The main issues are:

- The effect of the scheme upon the character and appearance of the area and upon the host building, having particular regard to whether it would preserve the character and appearance of the conservation area, and preserve listed buildings, their settings, and any features of special architectural or historic interest they possess;
- The effect upon future occupiers, having particular regard to outlook, light levels, overlooking, noise and disturbance;
- The effect upon protected species; and
- The effect of the change of use upon the vitality and viability of the town centre.

Reasons

Character and Appearance

8. Long Barn is a stone, brick and concrete tiled single storey building positioned to the rear of 46 Market Square (No 46). There is a yard to the north of the building that is enclosed by 6 Eagle Industrial Estate and 44 Market Square (No 44). Long Barn and No 46 share an access with the industrial estate onto Market Square. Within the surrounding area there are a mix of buildings and uses, including residential properties at 2 and 6 Church Green (Nos 2 and 6).

9. Witney is an historic market town, and as described within the Witney and Cogges Conservation Area Character Appraisal (2013), it has a bustling and vibrant town centre. There are mostly historic houses to either side of Church Green, many of which remain in residential use, whilst the Market Square comprises a more varied mix of uses that includes shops, services, and offices. There is a noticeable contrast between the relative tranquillity of Church Green compared to the more bustling, vibrant nature of Market Square. Many of the buildings are two or three storey with elegantly mannered appearances, and they form long lines to either side of the roads, giving a high status appearance to this part of the town. As identified in the Council's Design Guide (2016) (DG) the repeated use of the local stone gives an harmonious visual cohesion to the historic buildings and a distinct identity to the town. All these elements are part of the significance of the conservation area.

10. Nos 44, 44A and 46 form part of a group of historic buildings in Market Square that make a positive contribution to the character and appearance of the conservation area. Constructed predominantly of local stone, No. 46 was formerly an inn and is built of coursed and ashlar limestone beneath a stone slate roof, while Nos 44 and 44A originated as a house. Both properties have elegantly mannered public frontages that contrast with the more functional and utilitarian nature of their rear elevations. The architectural and historic special interest of these buildings derives from their age, historic uses, use of traditional local materials, and their evolution over time, including the two rear outriggers to No. 46 and the long brick rear extension to Nos 44 and 44A.

11. Long Barn is an historic outbuilding to No 46 that forms the southern boundary to the site. Separated from the main building by the gated access into the yard, the historic ancillary nature of the building to its host remains evident. The building's significance derives in part through its use of coursed rubble stone, the extensive continuity of its southern wall that delineates the property boundary, and that its former open frontage remains evident through the retention of the timber and stone roof supports. These features, along with the simple, utilitarian linear form of the building and its physical and functional subservience, position and relationship to No 46 and its yard, are all part of its special historic and architectural interest as an ancillary outbuilding. It forms an integral part of the setting of No 46, as well as positively contributing to the character and appearance of the conservation area.

12. The change of use of Long Barn would retain the historic rafters and the long, unbroken length of walling that defines the southern elevation. The replacement of the brick and cladding infill panels with mostly glazing and the retention of the timber and stone roof supports, would be positive aspects of the scheme, as it would sympathetically reflect the former open frontage of the building and its relationship to No 46 and its service yard.

13. Nevertheless, the proposed extension would be a harmful addition to Long Barn and one which would detract from its significance and that of No 46. As with No 44, the rear of No 46 is characterised by the functionality of its outriggers and because of their legible subservience to the main buildings. This is particularly evident with No 46 as there is a defined, cascading vertical hierarchy to the outriggers as they step down from the host. In such a context the height and size of the proposed extension would conflict with this hierarchy. The extension would appear as an incongruously dominating addition due to its detached separation from No 46 and its strong vertical emphasis that would be exaggerated by the presence of cladding upon the first floor. The simple, utilitarian linear form and appearance of Long Barn would be overwhelmed by the size and height of the extension. Even when seen against the backdrop of the outrigger to No 44, the bulky verticality of the extension would appear as an alien introduction that would harmfully intrude into and thereby detract from the settings of the nearby listed buildings and the historic cohesion of the conservation area.

14. There would be oblique views of the extension above the roof of Long Barn from the Market Square, but it would appear particularly conspicuous from within the industrial estate. There is a rich tapestry of roof forms to the rear of No 44 and 46, and the dormer windows present within nearby buildings, such as within No 46 and in No 2, mostly sit within the roof plane rather than extending the wall elevation. Those proposed and the protruding window in the gable end would all disrupt the vernacular harmony of the settings of the listed buildings and the conservation

area. Furthermore, the limited palette of materials present in the historic buildings is a distinctive part of the significance of the listed buildings and the conservation area, and consequently the introduction of cladding would serve to exaggerate the discordant nature of the extension.

15. Although the yard is a mix of gravel and concrete, it has retained an openness that belies its functional, ancillary service relationship to No 46 and to Long Barn. The extension would occupy much of the yard, and its size, height and position would give it a cramped and constrained relationship with nearby buildings. The openness of the yard is an integral element to the historic functioning of the property as a whole and remains evident in Long Barn despite the modern brick and cladding infill. The extension would result in the loss of this openness, as well as compartmentalising it into small areas, thereby eroding the legible purpose of this space and the contribution it makes to the setting of Long Barn and No 46.

16. The Framework requires that when considering the impact of a proposed development on the significance of a designated heritage asset, substantial weight should be given to the asset's conservation. In this case the proposal would lead to harm to the listed buildings and to the conservation area. These harms are of considerable importance and must be weighed against the public benefits of the proposal, including where appropriate securing the optimum viable use.

17. Two of the three units within Long Barn are unoccupied, and the scheme would give the building an ongoing use. This would be an important public benefit. The removal of the brick and cladding infill, and the provision of a home in a town centre location would be further benefits, as would the economic benefits from the spend of future occupiers and the benefits from construction, although the latter would be time limited. Nevertheless, these important benefits would not outweigh the substantial harms to the designated heritage assets.

18. Although an additional dwelling in a main service centre would accord with Policy H2 of the West Oxfordshire Local Plan (2018) (LP), for the reasons given the scheme would fail to preserve or enhance the character or appearance of the conservation area. It would also harm the special interest of the listed curtilage building and fail to preserve the settings of the nearby listed buildings. These harms would conflict with the Act and with LP Policies OS2, OS4, EH9, EH10, EH11, EH12 and EH16, as these policies require, amongst other things, development to be high quality, to conserve and enhance the historic built environment, and respect the historic and architectural character of an area. They also require development to conserve or enhance the character, and appearance of a conservation area, conserve or enhance the special architectural or historic interest of a listed building and its setting, and to avoid extensions or alterations which would obscure or compromise the form or character of the original building.

Living Conditions

19. Long Barn is to one side of the access lane to the industrial estate. The lane provides both vehicular and pedestrian access to Market Square, and it narrows to a single carriageway near to the junction with tall buildings to either side. Within the industrial estate there are a variety of uses that include a catering supplier, takeaway, café, gym, and social club, the latter of which remains open till the early hours of the morning on Fridays and Saturdays.

20. Given the town centre location of the dwelling, future occupiers would experience noise and disturbance from the day-to-day comings and goings associated with the industrial estate and from the diverse uses within Market Square. Use of the lane and the businesses within the industrial estate would result in noise and vibration nuisance to future occupiers.

21. However, the constrained width of the lane would preclude large vehicles passing by the building. The dwellings within No 2 have multiple windows looking into the lane with some near a speed bump, but apart from the installation of a rooflight to serve a bathroom there would be no new openings within the southern elevation of Long Barn. The appellant's Addendum Report (2024) has provided a summary of several of the permitted uses within the industrial estate and their opening hours, as well as details of the acoustic conditions attached to the conversion of No 2 into dwellings.

22. Given the circumstances of this case, including the nature of the building, the town centre position of the dwelling, the separation between Long Barn and the social club, and that other nearby dwellings have incorporated mitigation measures, including those on the opposite side of the lane, conditions for noise and vibration mitigation measures would be appropriate to provide acceptable living conditions for future residents. Subject to such measures the scheme would accord with LP Policy EH8 which requires development to achieve a high standard of amenity, including with regard to noise and nuisance.

23. The northern elevation of Long Barn would comprise full height glazing providing future occupiers with an outlook into the service yard and onto the tall wall of No 44. The orientation of these windows and the enclosed nature of the service yard would impact upon levels of sunlight received into the rooms, albeit the extent of the glazing would maximise natural light levels. However, the two storey extension would significantly compromise light levels to these north facing windows. Even with the presence of the glass connecting corridor, the size, height and proximity of the extension would result in future occupiers experiencing low levels of natural light and an oppressive, constrained outlook.

24. Although there have been no objections to the scheme from neighbouring occupiers, there are windows in No 44's outrigger. Future occupiers of the dwelling would be overlooked both from the users of No 44 and from those within the outrigger to No 46, with the latter having direct views into the extension. Irrespective of the extension providing a degree of screening to the westernmost rooms of the dwelling, other rooms would experience overlooking. Whilst the appellant has suggested the use of obscure glazing in the first floor bedroom window, this would not ameliorate the loss of privacy to other rooms.

25. For these reasons the scheme would fail to provide future occupiers with acceptable living conditions, and the suggested conditions would not overcome these harms. Consequently, there would be conflict with LP Policies OS2 and OS4 and the Council's supporting DG, which require amongst other things, development to be compatible with adjoining uses, and not harm living conditions.

Protected Species

26. The presence of protected species is a matter that should inform the nature of any scheme, with Circular 06/2005 – Biodiversity and Geological Conservation (the Circular) making it clear that the presence of a protected species is a material

consideration when development is being considered. The Circular states that it is essential that the presence or otherwise of protected species, and the extent that they may be affected by proposed development is established before planning permission is granted, otherwise all relevant material considerations may not have been addressed in making the decision.

27. The appellant's Protected Species Report (2021) (PS) found the building to have a negligible potential to offer shelter to bats as a roost and for breeding, with no nesting birds. Recommendations were made to include lighting and enhancement measures. However, the survey is now nearly five years old, and it cannot be assumed that its findings remain extant, as there is evidence of change within the building since the survey took place, such as additional roof tiles missing and two of the units having been unoccupied for several years. In the absence of an up-to-date survey, pre-commencement conditions would fail to provide sufficient certainty that protected species would not be harmed by the scheme.

28. The scheme has failed to demonstrate that protected species would not be harmed by the development. There would be conflict with LP Policy EH3, as this requires amongst other things, the protection and mitigation of impacts upon protected species.

Town Centre

29. The Council has raised no objection to the principle of a residential use in a town centre location, albeit LP Policy E1 seeks, amongst other things to retain existing employment sites to maintain the sustainability and economic diversity of its towns. The policy acknowledges that in some cases a continuing business use may not be suitable or economically viable, and there is a requirement to demonstrate that the site or premises is not reasonably capable of being used or redeveloped for employment purposes.

30. Long Barn comprises three units and a kitchen and toilet facility. The premises are well maintained but need updating and modernising, with the appellant's Addendum Report providing a costing for the refurbishment and investment payback. Two of the units have been vacant since 2022, with the third having been occupied for over ten years on what is described by the appellant as a very low rent.

31. However, there is a high and consistent level of occupancy of units in Nos 44 and 46 and although lettings are achieved via social media or Instant Offices, what has not been provided in this instance is the level of interest, if any, for Long Barn, including how long it has been marketed and at what price. Given the objectives of LP Policy E1 and that the Framework accords substantial weight to supporting business growth, these records would demonstrate whether Long Barn is economically viable. As such the scheme fails to meet the requirements of national and local policy.

32. The appellant has pointed out that other commercial units have been converted to residential uses, with that at Nos 2 and 6 being permitted in 2018 and 2021 respectively. Although to the immediate south of Long Barn, the details of these permissions, including why no economic justification was required has not been provided to enable a comparison. As regards the other cases cited, given the age of these permissions that date from 2010 and 2008, they would have been

approved under a different development plan regime. Given these differences and omissions, none of the comparisons determines the approval of the scheme.

Other Matters

33. The Council has referred to other listed buildings near the site, namely 9 Corn Street, 38 & 40 Market Square and the Angel Public House, all of which are grade II listed. The outrigger of No 44 forms a tall, high enclosure of the site that prevents visibility of 38 & 40 Market Square and the Angel Public House. There are views of the top of the roofs of the buildings in Corn Street, but the scheme would be seen as part of the rich diversity of roofscapes that characterise the area. As such there would be a neutral impact upon the settings of these listed buildings.

34. The appellant has raised several concerns regarding the Council's handling of the applications and appeals, including a lack of communication and opportunity to comment at the Planning Committee. Such matters fall to be pursued by other means and have no bearing upon the merits of the case.

Planning Balance

35. The Council acknowledges it does not have a five year housing land supply, stating a figure of 4.3 years compared to the 2-3 years cited by the appellant. Whatever the shortfall, the provision of an additional dwelling in a sustainable location and meeting the Framework's requirements to make an efficient use of land would be substantial benefits. Modest benefits from the future spend of additional residents, as well as the time limited economic benefits during construction.

36. Planning law requires that applications for planning permission be determined in accordance with the development plan, unless material considerations indicate otherwise. The decision making policies in the Framework are a material consideration and should be read alongside policies in the development plan, and where policies or parts of them are materially inconsistent with policies in the Framework, the Framework requires they should be given very limited weight. The Framework seeks to achieve well-designed places, with development responding to its context, affording substantial weight to the conservation and/or enhancement of the significance of designated heritage assets, and creating liveable places to live, which accords with the objectives of LP Policies OS2, OS4, EH8, EH9, EH10, EH11, EH12, and EH16. There are also requirements within the Framework to minimise impacts upon biodiversity, and the safeguarding of employment premises, objectives that are reflected in LP Policies EH3 and E1. Consequently, the conflict of the scheme with these development plan policies should be given significant weight.

37. Whilst a key aim of the Framework is to significantly boost the supply of housing in sustainable locations, when read as a whole the Framework does not suggest this should happen at the expense of other considerations. In this case, irrespective of the Council's housing land supply shortfall and the important benefits that accrue from the scheme, these are outweighed by the substantial harms that arise to the listed buildings, to the conservation area, to biodiversity, to town centre vitality and viability, and the significant harms to the living conditions of future occupiers.

Conclusion

38. There would be conflict with the development plan when considered as a whole, and there are no other considerations, including the requirements of the Framework, that outweigh this finding. Thus, for the reasons given above and having considered all other matters raised, the appeals are dismissed.

J J Evans

INSPECTOR

WEST OXFORDSHIRE DISTRICT COUNCIL
NOTICE OF PROPOSAL

WEST OXFORDSHIRE DISTRICT COUNCIL (OFF STREET PARKING PLACES) NO.1 ORDER 2021 (VARIATION) (NO. 3) ORDER 2026

Notice is hereby given that West Oxfordshire District Council proposes to make the above Order under section 32, 33, 35 and Schedule 9 (Part IV) of the Road Traffic Regulation Act 1984, the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 and all other enabling powers and after consulting with the Chief Officer of Police.

TITLE - West Oxfordshire District Council (Off Street Parking Places) No.1 Order No.1 2021 (Variation) (No.3) Order 2026

The effect of the Order will be to vary the West Oxfordshire District Council (Off Street Parking Places) No.1 Order 2021 as follows: -

1. Variation to the stay times in Marriotts Walk Car Park on levels 6, 7 & 8 to increase the maximum period vehicles may wait to 12 (twelve) hours maximum stay. This will bring the long stay duration of 12 (twelve) hours in line with the majority of other West Oxfordshire District Council owned car parks; operating with a 12 hour long stay duration.
2. Variation to the extent of the parking order plan for Marriotts Walk Car Park to include a small area of pavement on the access road

The Order will otherwise remain in full force and effect.

A copy of the Order may be seen/obtained free of charge at Customer Services, West Oxfordshire District Council, 3 Welch Way, Witney OX28 6JH from 9am to 5pm Monday to Friday, may be requested via email parking@westoxon.gov.uk or viewed online at www.westoxon.gov.uk (Details may not be posted on the web-site until after this notice is issued; if you cannot find the relevant details, please try again the next day).

If anyone wishes to object to the proposed Order or otherwise make representations, they may do so in writing to the Parking Manager at the address below or by visiting our website to be received no later than 18/11/2026. All objections must specify the grounds on which they are made. Please note that any objection/representation may be published as part of any report into the proposed Order and if so, will be publicly available to view.

West Oxfordshire District Council
Woodgreen
Witney
OX28 1NB
parking@westoxon.gov.uk

Dated: 28/10/2026

Dated: [insert handwritten date] 2026

WEST OXFORDSHIRE DISTRICT COUNCIL
(OFF-STREET PARKING PLACES) No.1 ORDER 2021
(VARIATION) (NO.3) ORDER 2026

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WEST OXFORDSHIRE DISTRICT COUNCIL
(OFF-STREET PARKING PLACES) No. 1 ORDER 2021
(VARIATION NO.3) ORDER 2026

WEST OXFORDSHIRE DISTRICT COUNCIL ("the Council") in exercise of its powers under Sections 32, 33, 35 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 ("the 1984 Act") and under the Road Traffic Act 1991 as amended (whether generally or in relation to the area of the Council) ("the 1991 Act") and of all other enabling powers, with the consent of the Oxfordshire County Council in accordance with Section 39(3) of the 1984 Act and after consulting with the Chief Officer of Police in accordance with paragraph 20 of Schedule 9 to the 1984 Act, hereby make the following Order:-

PART I
GENERAL

Commencement and Citation

1. This Order shall come into operation on the day of 2026 and may be cited as the West Oxfordshire District Council (OFF-STREET PARKING PLACES) No.1 ORDER 2021 (VARIATION No. 3) Order 2026.

Interpretation

2. In this Variation Order, except where the context otherwise requires, the following expressions have the meanings respectively assigned to them:

   "**the Principal Order**" means the WEST OXFORDSHIRE DISTRICT COUNCIL (OFF-STREET PARKING PLACES) NO.1 ORDER 2021;

3. Except where the context requires otherwise, any reference in this Order to an Article or Schedule shall be construed as a reference to that Article or Schedule in this Order

4. Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment

5. The Interpretation Act 1978 shall apply for the interpretation of this Order

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PART II

Amendment of the Principal Order

6. The First Schedule of the Principal Order shall be amended as follows:

6.1 The First Schedule of the Principal Order shall be amended in relation to rows:
Row 17 (WITNEY, Marriotts Close and Marriotts Close Multi-Storey Car Park) So that Column 5 ("MAXIMUM PERIOD FOR WHICH VEHICLES MAY WAIT") shall read:

"Levels 1 – 5, maximum stay 4 hours no return 1 hour.
Levels 6,7 & 8, maximum stay 12 hours within any 24 hour period
Exception of Maximum Period for Parking Permit Holders"

6.2 To delete Plan 16 (Marriotts Close multi storey car park, Witney) appended to the Principal Order and replace it with the plan (Marriotts Close multi storey car park, Witney) appended to this Variation Order.

PART III

Full Force and Effect

7. Save as varied by paragraph 6 of this Order the Principal Order shall continue in full force and effect

THE COMMON SEAL of)
WEST OXFORDSHIRE DISTRICT COUNCIL)
was affixed on in the presence of:-)

Authorised Signatory
Print:
Position:

DRAFT

Appendix

Plan (Marriotts Close multi storey car park, Witney)

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WEST OXFORDSHIRE DISTRICT COUNCIL
(OFF STREET PARKING PLACES) NO.1 ORDER 2021
(VARIATION NO.3) ORDER 2026

Statement of Reason

West Oxfordshire District Council ("the Council") regulates off-street parking places in the West Oxfordshire District. The Council proposes to make the above Variation Order under the Road Traffic Regulation Act 1984, the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 and all other enabling powers.

The proposals incorporated in the draft Variation Order, and the reasons are set out below:

The Proposals:

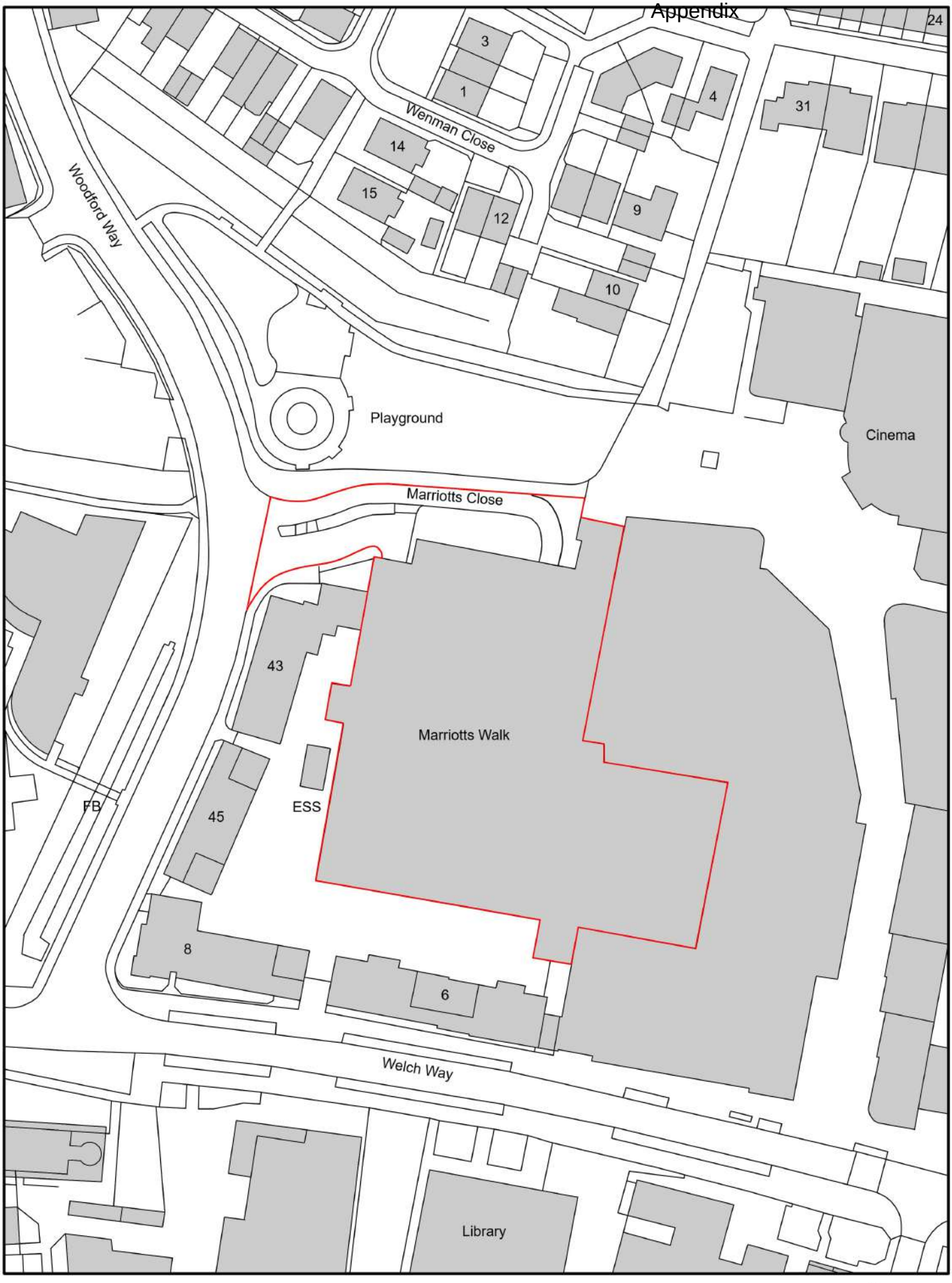
Regarding the Marriotts Close Multi-Storey Car Park, Witney:

- Variation to the stay times on levels 6. 7 & 8 to increase the maximum period vehicles may wait to 12 (twelve) hours maximum stay. This will bring the long stay duration of 12 (twelve) hours in line with the majority of other West Oxfordshire District Council owned car parks; operating with a 12 hour long stay duration.
- Variation to the extent of the parking order plan to include a small area of pavement on the access road

Reasons:

Long stay spaces support workers and residents. An increased number of spaces with a long stay of 12 (twelve) hours will offer more flexibility for varied work patterns, such as the nearby hospital staff. The Council has a clear commitment to supporting economy and businesses in Witney and the extension of stay times for these levels will provide more opportunity for local workers to park whilst at work.

Extend the boundary line of the Car Park to include a small area of pavement will enable enforcement in front of the lockable posts to allow emergency vehicles access to the pedestrian area.



West Oxfordshire District Council
Woodgreen
Witney
Oxfordshire
OX28 1NB
Tel: 01993 861000
www.westoxon.gov.uk

Map Title:	Marriotts Close Multi-Storey Car Park, Witney
Department:	Parking Services
Date: 29/09/2026	Scale: 1:1000

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Thank you for your feedback on the revocation of the AQMA. Monitoring of particulate matter, although not necessarily specific to black carbon, is likely to be considered as part of the air quality strategy. As always, funding for such devices is always the key issue, but I hope to at least have the discussion and hopefully generate some interest.

The council did monitor particulates on Bridge Street during 2025. The results are in Appendix C of the attached report.

Although the sensor is no longer on Bridge Street, it is still in the Council's possession. If the Town Council would be interested is using the sensor, please let me know. Please note, this will be at the Town Council's own cost. The cost to re-calibrate the sensor and have data access for 12 months was £600. This was at the beginning of 2026, so if the Town Council is interested, I would need to check if this cost has changed since then. The sensor needs to be plugged into the mains (it has a 3m cable) and installed somewhere where it is unlikely to be tempered with, vandalised or stolen. The distance from a mains electric supply can be extended with an extension lead. If there is interest, I can send over some more information and confirm costs.

Kind regards,

Senior Officer - Environmental Protection
Publica