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CLIMATE, BIODIVERSITY & PLANNING COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 15 August 2023

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor A Bailey (Chair)

Councillors:	G Meadows J Aitman	J Robertshaw S Simpson
Officers:	Adam Clapton Derek Mackenzie Claire Green	Deputy Town Clerk Senior Administrative Officer & Committee Clerk Administration Support - Planning & Stronger Communities
Others:	0 members of the public.	

P441 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Smith.

P442 DECLARATIONS OF INTEREST

Councillor Robertshaw declared a Pecuniary interest in Planning Application 23/01872/HDD as he is one of the applicants.

Councillor Aitken declared a personal, non-prejudicial interest in Planning Application 23/02000/FUL as she is a user of the user of the gym making the application.

P443 PUBLIC PARTICIPATION

There was no public participation.

P444 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.

P445 **ADDRESS MANAGEMENT - CRUMPLERS COURT**

The Committee received and considered the correspondence from West Oxfordshire District Council's Address Management Officer regarding a request to name seven properties off Corn Street, Witney

Members considered the request and had no objection to the proposed street name 'Crumpler Court'.

Resolved:

That, Witney Town Council raises no objection to the name Crumplers Court.

The meeting closed at: 7.04 pm

Chair

Witney Town Council

Planning Minutes - 15th August 2023

444

444- 1 WTC/114/23 Plot Ref :-23/01829/S73 Type :- VARIATION
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- COGGES MANOR FARM Date Returned :- 16/08/2023
 CHURCH LANE
 Proposal : Variation of conditions 4 (schedule of materials) and 7 (tree planting scheme) and removal of condition 6 (Biodiversity Enhancement and Management Plan) of planning permission 17/04043/FUL.
 Observations : Witney Town Council has no objections regarding this application.

444- 2 WTC/115/23 Plot Ref :-23/01887/FUL Type :- FULL
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- SAINSBURYS SUPERMARKET Date Returned :- 16/08/2023
 WITAN WAY
 Proposal : Erection of feature timber louvre on the front elevation of the existing store and associated signage.
 Observations : Witney Town Council has no objections regarding this application.

444- 3 WTC/116/23 Plot Ref :-23/01888/ADV Type :- ADVERTISIN
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- SAINSBURYS SUPERMARKETS Date Returned :- 16/08/2023
 WITAN WAY
 Proposal : Installation of 2 no. fascia signs, 4 no. digital screens, and 10 no. totems, all internally illuminated.
 Observations : While Witney Town Council does not object to this application in terms of material concerns, Members discussed the lack of signage for cycle parking. The required Sustainability Statement accompanying this application, Page 1, Section B2 asks "Has active travel been prioritised?", to which the applicant has answered "Y". Members are unable to identify that the proposed signage in any way encourages or prioritises active travel - there does not appear to be any signage directing cyclists to cycle parking. Given that supermarkets are identified as a top trip generator, Witney Town Council ask that the applicant makes more effort to encourage and safely direct cyclists to designated cycle parking.

444- 4 WTC/117/23 Plot Ref :-23/01892/HHD Type :- HOUSEHOLDE
 Applicant Name :- . Date Received :- 02/08/2023
 Location :- 16 FAIRFIELD DRIVE Date Returned :- 16/08/2023
 FAIRFIELD DRIVE
 Proposal : Replace existing flat roof with pitch roof above existing kitchen, including the insertion of two rooflights.
 Observations : Witney Town Council has no objections regarding this application.

444- 5 WTC/118/23 Plot Ref :-23/01872/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 07/08/2023
Location :- KINGSWALK COTTAGES Date Returned :-
HIGH STREET
Proposal : Erection of two storey car port with office/games room above.
Observations :

444- 6 WTC/119/23 Plot Ref :-23/01952/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 07/08/2023
Location :- DOLPHIN HOUSE Date Returned :- 16/08/2023
WOODGREEN
Proposal : Conversion and extension of existing garage to create additional living space.
Observations : Witney Town Council has no objections regarding this application.

444- 7 WTC/120/23 Plot Ref :-23/01953/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 07/08/2023
Location :- DOLPHIN HOUSE Date Returned :- 16/08/2023
WOODGREEN
Proposal : Internal and external alterations to convert existing garage to create additional living space.
Observations : Witney Town Council has no objections regarding this application.

444- 8 WTC/121/23 Plot Ref :-23/01834/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 07/08/2023
Location :- 78 COTSWOLD MEADOW Date Returned :- 16/08/2023
COTSWOLD MEADOW
Proposal : Erection of a detached single storey timber frame building (retrospective).
Observations : Witney Town Council object to this application. The floor plans submitted with this application appear to show that the building includes a treatment chair within one room and the second room set up as a reception/office. The application has been submitted as a 'Householder' application - Members are of the opinion that the intended use for this space is a place of business, and not a space to be used ancillary to the main dwelling. Given the expected change of use at the site, this application should be submitted as an application for Full Planning Permission with more information to include the nature of the business, operating hours, expected number of visitors, expected vehicle movements etc.

Further, Members expect to see surface water strategy to mitigate the loss of permeable drainage, as well as plans illustrating how waste water will be managed.

Given the residential location, Members are concerned about potential privacy issues for immediate neighbours, Members ask that any non-ancillary development proposal at this site includes the use of privacy glass in any windows that face neighbouring properties.

444- 9 WTC/122/23

Plot Ref :-23/02000/FUL

Type :- FULL

Applicant Name :- .

Date Received :- 08/08/2023

Location :- UNIT 13 EAGLE IND EST
EAGLE INDUSTRIAL ESTATE

Date Returned :- 16/08/2023

Proposal : Change of use of a warehouse unit from Industrial use to a Gymnasium and associated works.

Observations : While Witney Town Council does not object to this application in terms of material concerns, Members have raised the following observations:

- Some gym activity, (music from classes, crashing of weights etc.) can by the nature of the activity, create noise. Members ask that consideration be given to any harmful noise impact for neighbouring properties, particularly given the proximity of nearby homes.

- The application does not show any provision for cycle parking, Witney Town Council ask that the applicant consider installation of a cycle rack.

- Parking is known to be limited in this area. Members ask that the Planning Officer ensure that adequate car parking is available for the expected number of visitors.

The Meeting closed at : 7:03pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council