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

Held on Tuesday, 4 June 2024

At 6.06 pm in the Gallery Room, The Corn Exchange, Witney

### Present:

Councillor A Bailey (Chair)

Councillors:	G Meadows J Aitman S Simpson	G Doughty J Doughty R Smith
Officers:	Derek Mackenzie  Cara Cannon  Sharon Groth	Senior Administrative Officer & Committee Clerk Administrative Assistant - Communities & Planning Town Clerk
Others:	No members of the public.	

### P292 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor O Collins.

### P293 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or officers.

### P294 ELECTION OF VICE-CHAIR

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

There being no other nominations, it was proposed and seconded that Councillor G Meadows be elected.

The Chair advised a request had been received from Cllr O Collins to step back from the Committee in his Ex-Officio capacity due to the time constraints the role of Mayor had on his schedule. All Members were in agreement with the request.

### Resolved:

1. That, Councillor G Meadows be elected Vice-Chair of the Committee for the 2024/25 municipal year and,

2. That, Councillor O Collins be removed from the Committee membership for the 2024/25 municipal year.

P295 **MINUTES**

The minutes of the Climate, Biodiversity & Planning Committee meetings held on 15 April, 23 April and 14 May 2024 were received.

There were no matters arising

**Resolved:**

That, the minutes of the Climate, Biodiversity & Planning Committee meetings held on 15 April, 23 April and 14 May 2024 be approved as a correct record of the meetings and be signed by the Chair.

P296 **PUBLIC PARTICIPATION**

There was no public participation.

P297 **LAKE & COUNTRY PARK OPERATIONAL UPDATE**

The Committee received the Operational Update of the Biodiversity & Green Spaces Officer (B&GSO) detailing the work completed since April 2024 along with a verbal update.

The B&GSO thanked members for agreeing the appointment of the Green Spaces Operative as this had allowed for work that could not be completed single handed.

In response to a Member query regarding the planting at Curbridge Roundabout, the B&GSO confirmed that work would improve wildflower coverage on this site over the next 2-3 years as the seed took dominance. He also agreed that a strip around the outside of the roundabout would be cut to aid the sight lines for drivers and pedestrians.

The Committee was also pleased to hear that the installation of the rubbing posts had taken place and welcomed the new nature information posts which would be installed in the coming weeks. A Member suggested that a link to the new nature area established by West Oxfordshire District Council at West Witney could be explored by Officers.

**Resolved:**

1. That, the report and verbal update be noted and,
2. That Officers explore the opportunity of linking residents with the new West Witney nature area.

*(Cllr S Simpson joined the meeting at 6:20pm)*

**P298 WITNEY LAKE - REQUEST TO REGISTER AS A FISHERY**

The Committee received and considered a request from Witney Angling Society via the Biodiversity & Green Space Officer (B&GSO) to apply to formalise the Lake as a fishery.

The B&GSO outlined the advantages of which included being able to create a working party of anglers to help improve the environment around the lake, create a better working relationship with the Environment Agency and the opportunity to add fish stock to the lake which would greatly improve its biodiversity. There were no financial implications to the Council in establishing the fishery.

**Resolved:**

1. That, the report be noted and,
2. That, the request from Witney Angling Society to register a fishery be approved.

**P299 LAKE & COUNTRY PARK MANAGEMENT PLAN**

The Committee received the updated Management plan of the Biodiversity & Green Spaces Officer (B&GSO) detailing the plans for the short, medium and long term.

Members were pleased to see the advances made already after just one year of the plan and thanked all council staff that had helped implement this. They also acknowledged the award of grant funding that the B&GSO had instigated.

The B&GSO advised that the plan was now very close to finalisation and would be openly available to the public via the website and as a paper master copy at the Town Hall. The plan would be regularly updated and presented to the Committee.

A Member raised a question as to whether the publication of the plan put wildlife at risk, the B&GSO responded to explain that some details would be held back in any communication, such as the specific detail of nesting sites, however it was felt strongly that the Council should promote its advances in Biodiversity as much as possible.

**Resolved:**

1. That, the report and verbal update be noted.
2. That, the Management Plan and its appendix be added to the Council website.

*(The Biodiversity & Green Space Officer left the meeting at 6:36pm)*

**P300 COMMITTEE OBJECTIVES & WORK PROGRAMME FOR THE MUNICIPAL YEAR**

The Committee received the report of the Town Clerk/CEO concerning the Committee Objectives & Work Plan for 2024/25.

The Town Clerk advised Members that the comprehensive 10 Year Lake & Country Park Management Plan would feed into many of the objectives in order to provide results.

**Resolved:**

That, the Committee Objectives & Work Plan for 2024/25 be noted.

P301 **FINANCE REPORT**

The Committee received and considered the report of the Responsible Financial Officer (RFO) detailing income and expenditure for budgets which were the responsibility of the committee.

Members were pleased to see that the spending was 6.5% under budget for the year.

**Resolved:**

That, the report be noted.

P302 **PLANNING APPLICATIONS**

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

With the express permission of the Chair, owing to WODC not being able to offer an extension of time to respond to application 24/00655/FUL – 111 Manor Road, Witney the following response was formulated by members outside of the committee and agreed for submission.

*Witney Town Council note the amended plans to include the insertion of additional windows to the East elevation however still object to this application. Members continue to show concern for the scale of the proposed development in contrast to the site dimensions, the proposed dwelling will appear very cramped. The application is not compliant with the General Principles of policy OS2 of the West Oxfordshire Local Plan, the development is not of a proportionate and appropriate scale to its context and does not form a logical complement to the existing scale and pattern of development.*

*Further, policy OS4, requires that development does not harm the use or enjoyment of land and buildings nearby including living conditions in residential properties - Members expressed concern to the lack of amenity land/garden and they see no change in the amended plans*

**Resolved:**

1. That, the comments, as per the attached schedule be forwarded to West Oxfordshire District Council.
2. That, the comment noted above be forward to WODC in respect of application 24/00655/FUL.

P303 **PLANNING DECISIONS**

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

**Resolved:**

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

P304 **OXFORD TRAFFIC FILTERS**

The Committee received and considered the report of the Deputy Town Clerk relating to the information evening to be held to inform residents about the new Oxford Traffic Filter scheme being introduced by Oxfordshire County Council.

Members were happy to proceed with the event even though it would fall within the period of campaigning for the general election. Members agreed that the Chair of the Committee should Chair the evening on 27 June 2024.

**Resolved:**

1. That, the report be noted and
2. That, Cllr A Bailey be Chair for the CoHSAT/Oxford Traffic Filters information evening.

P305 **WITNEY SHORES GREEN - SIGNAGE PLAN - PLANNING REF: R3.0062/24**

The Committee received and considered the Signage plan ref R3.0142/23 in respect of the works at the Shores Green Junction of the A40.

**Resolved:**

That, the following comment be submitted to Oxfordshire County Council

Witney Town Council notes this signage plan and welcomes the plans.

P306 **LONDON OXFORD AIRPORT - AIRSPACE CHANGE PROPOSAL**

The Committee received the correspondence from London Oxford Airport's Air Change Proposal Team regarding their review of their design principles.

Members considered the proposal and noted the low engagement numbers from the original consultation with stakeholders earlier in the year. They acknowledged that though the airport was eight miles from Witney and was mainly used by small aircraft there was still a need to ensure that comments were submitted.

**Resolved:**

That, the following comments be submitted.

- In relation to Design Principle E1 – Improved Profiles for Noise, the Council ask that consideration is given in order that there is no increase in the noise profile over Witney.
- In relation to Design Principle E2 Improved profiles for Carbon dioxide (CO<sub>2</sub>)/Emissions, the Council encourage Carbon Offset in the immediate area of the airfield and its surroundings.
- Lastly, the Council in respect of any increase to air traffic ask that a review of ground transportation takes place and is met with appropriate measures to reduce the environmental impacts which may be cause by increased passenger journeys associated with the airport.

P307 **UPDATE ON PLANNING APPEAL RECEIVED FOR LAND SOUTH EAST OF OXFORD HILL, WITNEY - 20/02654/OUT**

With the express permission of the Chair of the Committee received an update of the Planning Appeal Public Inquiry for APP/D3125/W/23/3333790- Land Southeast of Oxford Hill, Witney.

The notice advised that the appeal would be held on 18 June 2024 over two days rather than the original proposed six days. It was agreed that this was due to West Oxfordshire District Council's decision not to contest the appeal.

The Council's Leader advised members that this could impact negatively on the services provided to the town by means of the Section 106 contributions which it was hoped would be enhanced as part of the public inquiry. All Members were in agreement that the Town Clerk engage with West Oxfordshire District Council in order to get the best for the Town.

**Resolved:**

1. That, the Planning Appeal be noted and,
2. That, delegate the Town Clerk engage in discussions with WODC.

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The meeting closed at: 7.38 pm

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Chair

Witney Town CouncilPlanning Minutes - 4 June 2024

302

302- 1 WTC/069/24 Plot Ref :- 24/01024/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 22/05/2024  
 Location :- 18 SPRINGFIELD OVAL Date Returned :- 05/06/2024  
 SPRINGFIELD OVAL  
 Proposal : Erection of first floor rear extension  
 Observations : Witney Town Council has no objections regarding this application.

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302- 2 WTC/070/24 Plot Ref :- 24/01107/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 22/05/2024  
 Location :- 37 SCHOFIELD AVENUE Date Returned :- 05/06/2024  
 SCHOFIELD AVENUE  
 Proposal : Erection of a First floor extension  
 Observations : Witney Town Council has no objections regarding this application. However ask that due attention is paid to ensure that the pre application consultation advise is followed.

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302- 3 WTC/071/24 Plot Ref :- 24/00797/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 22/05/2024  
 Location :- 56 MILL STREET Date Returned :- 05/06/2024  
 MILL STREET  
 Proposal : Construction of wooden gazebo (part retrospective) and a Victorian style lean-to greenhouse in rear garden with erection of metal railings and gate to front of property.  
 Observations : Witney Town Council has no objections regarding this application.

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302- 4 WTC/072/24 Plot Ref :- 24/01087/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 22/05/2024  
 Location :- 25 BARLEYFIELD WAY Date Returned :- 05/06/2024  
 BARLEYFIELD WAY  
 Proposal : Remove existing conservatory and erection of single storey rear and side extensions. Alterations to garden wall and paving.  
 Observations : Witney Town Council has no objections regarding this application however ask that the insulation of the proposed building is maximised to reduce energy use and the carbon footprint.

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302- 5 WTC/073/24 Plot Ref :- 24/01154/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 22/05/2024  
Location :- 59 THORNEY LEYS Date Returned :- 05/06/2024  
THORNEY LEYS  
Proposal : Erection of single-storey first floor extension over garage (resubmission following 18/03126/HHD).  
Observations : Witney Town Council has no objections regarding this application.

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302- 6 WTC/074/24 Plot Ref :- 24/01204/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 22/05/2024  
Location :- 1 DONNINGTON CLOSE Date Returned :- 05/06/2024  
DONNINGTON CLOSE  
Proposal : Installation of side dormer to create en-suite.  
Observations : Witney Town Council has no objections regarding this application.

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302- 7 WTC/075/24 Plot Ref :- 24/01102/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 22/05/2024  
Location :- 70 DARK LANE Date Returned :- 05/06/2024  
DARK LANE  
Proposal : Remove existing polycarbonate roof and glazing from existing conservatory and build up walls in rendered blockwork with low level brickwork retained. Replace roof structure with timber trusses and concrete tiles to match existing main roof.  
Observations : Witney Town Council has no objections regarding this application however ask that the insulation of the proposed building is maximised to reduce energy use and the carbon footprint.

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302- 8 WTC/076/24 Plot Ref :- 24/00940/LBC Type :- LISTED BUI  
Applicant Name :- . Date Received :- 22/05/2024  
Location :- 45 CORN STREET Date Returned :- 05/06/2024  
CORN STREET  
Proposal : Internal and external alterations to include erection of rear ground floor extension to existing shop, together with construction of a first floor extension to the existing maisonette along with a modified external stair case. Removal of garage and conversion of outbuildings to create a one bedroom single storey dwelling.  
Observations : Witney Town Council has no objections regarding this application and inclusion of a single dwelling property. They welcome receipt of the Full Planning application.

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302- 9 WTC/077/24 Plot Ref :- 24/01307/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 22/05/2024  
Location :- 117 SCHOFIELD AVENUE Date Returned :- 05/06/2024  
SCHOFIELD AVENUE  
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

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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.

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302- 10 WTC/078/24 Plot Ref :- 24/01256/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 22/05/2024  
Location :- 54 NEW YATT ROAD Date Returned :- 05/06/2024  
NEW YATT ROAD  
Proposal : Erection of garden store (retrospective)  
Observations : Witney Town Council has no objections regarding this application.

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302- 11 WTC/079/24 Plot Ref :- 24/01275/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 23/05/2024  
Location :- 2 BIRDLIP CLOSE Date Returned :- 05/06/2024  
BIRDLIP CLOSE  
Proposal : Erection of single-storey rear extension.  
Observations : While Witney Town Council does not object to this application in terms of material concerns, it notes the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

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302- 12 WTC/080/24 Plot Ref :- 24/01146/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 24/05/2024  
Location :- 62 WEST END Date Returned :- 05/06/2024  
WEST END  
Proposal : Erection of single-storey rear extension to replace lean-to conservatory.  
Observations : Witney Town Council has no objections regarding this application.

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The Meeting closed at : 7:38pm

Signed : \_\_\_\_\_ Chairman Date: \_\_\_\_\_

On behalf of :- Witney Town Council