

# Public Document Pack

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

Held on Tuesday, 3 September 2024

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

### Present:

Councillor A Bailey (Chair)

Councillors:	G Meadows J Aitman S Simpson	G Doughty J Doughty R Smith
Officers:	Adam Clapton Derek Mackenzie Cara Cannon	Deputy Town Clerk Senior Administrative Officer & Committee Clerk Admin- Communities & Planning
Others:	One member of the public. Councillor James Robertshaw	

### P463 APOLOGIES FOR ABSENCE

No apologies for absence were received.

### P464 DECLARATIONS OF INTEREST

Councillors R Smith, J Doughty & S Simpson declared a personal, non-prejudicial interest in Planning Application 24/01101/FUL as they were Councillors on West Oxfordshire District Council which was the applicant.

Councillor A Bailey declared a personal interest in Planning Application 24/01836/FUL by virtue of the member of the public who attended to speak on the application was known to him.

There were no other declarations from Members or Officers

### P465 PUBLIC PARTICIPATION

There was no public participation at this point of the meeting.

At a later point in the meeting a member of the public joined and at the discretion of the Chair the Committee adjourned to hear his representation on Planning Application 24/01836/FUL – Unit 32 Bridge Street Mills, Witney.

As the application had already been considered by Members the Chair shared the thoughts of the Committee and provided an explanation of the submission that would be forwarded to West Oxfordshire District Council.

*Councillor S Simpson left the meeting at 6:03pm.*

P466 **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.

*Following the discussion of applications 24/01101/FUL & 24/01917/HHD  
Councillor S Simpson rejoined the meeting along with Councillor J Aitman at 6:07pm.*

P467 **NEW PREMISES LICENCE - THE CAKE BAKERIE, 14A WEST END, WITNEY**

The Committee received the application from Cake Bakerie, 14a West End, Witney for a new premises licence ref W/24/00872/PRMA.

Members noted that there was a discrepancy between opening and operating hours and therefore asked that clarity be made in the licence.

**Resolved:**

That, the Council has no objection to this application, however, have noted an inconsistency with the opening times, and ask that the license accommodates the later opening hours for events the applicant has mentioned.

P468 **NEW PREMISES LICENCE - NO14 WESLEY WALK LTD, 14 WESLEY WALK, WITNEY**

The Committee received the application from No14, Wesley Walk, Witney for a new premises licence ref W/24/00880/PRMA.

Members noted there was a lack of clarity in the application details of the times that special events may run for.

**Resolved:**

That, the Council has no objection to this application, however, have noted an inconsistency with the opening times, and ask that the license accommodates the later opening hours for events the applicant has mentioned.

P469 **APPLICATION FOR PAVEMENT LICENCE - YE OLDE CROSS KEYS, 1 MARKET SQUARE, WITNEY**

The Committee noted the renewal Pavement Licence Application for Ye Olde Cross Keys, 1 Market Square, Witney under the Business and Planning Act 2020.

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

**Resolved:**

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council on 23 August 2024.

P470 **MINOR VARIATION OF LICENCE - WAITROSE, UNIT 25 WOOLGATE, WITNEY**

The Committee noted the Application for Minor Variation from Waitrose, Unit 25 Woolgate, Witney under the Licencing Act 2003.

Given the short statutory timescale for Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, 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 02 September 2024.

P471 **PUBLIC EV CHARGING POINTS - WITNEY**

The Committee received correspondence from Oxfordshire County Council in respect of the introduction of Electric Vehicle charger points within the Witney parish. They also received a verbal update from the Deputy Town Clerk who added some historical context on the communication.

Members welcomed the update and looked forward to hearing further developments as the scheme progressed.

**Resolved**

That, the correspondence and verbal update be noted.

P472 **WEST OXFORDSHIRE DISTRICT COUNCIL COMMUNITY INFRASTRUCTURE LEVY CONSULTATION**

The Committee formally received correspondence received from West Oxfordshire District Council providing details of the 8-week consultation period which ran from 2 August 2024 to 27 September 2024 to obtain representation from the public in respect of a proposal to introduce a Community Infrastructure Levy (CIL) in West Oxfordshire.

Details of the proposal had been forwarded to all member of the Council on 7 August 2024.

Members were disappointed to see a lack of information in the proposal to explain how the levy figures were reached by WODC in the Draft Charging Schedule document.

In response to comments from the Leader of the Council, the Committee recognised the importance of maintaining robust Section 106 (S106) arrangements should the CIL charge on

Strategic Sites remain at £0; S106 was seen to be important as developments outside of the boundary of Witney did use it as a service provider and therefore that additional strain needed to be financed in order to maintain and install new infrastructure.

Members agreed that WODC's Infrastructure Delivery Plan dated 2016 lacked financial detail. The Plan outlined key priority projects however there was no details as to how and when these would be financed so a review was urgently needed.

The Committee also agreed that it would be essential to ensure that on completion of the revised Local Plan 2041 that a review of the CIL would need to take place. Members were of the mind that the amount of CIL had been arrived at on the basis of what developers were prepared to pay per square metre rather than looking at the cost and impact of changes to infrastructure to support new housing.

Officers reminded members that they were welcome to submit their own submissions, and a reminder email would be sent by Officers to all members of the Council to this effect.

Witney Town Council ask that WODC consider the following when assessing the proposed introduction of a Community Infrastructure Levy:

- That the technical calculation used for the level of CIL are not clear and easily understandable and may be manipulated by developers.
- The 2016 Infrastructure Delivery Plan is updated to include details of the financial costs to deliver projects.
- That regular review will be made of the CIL scheme in light of any changes to planning policy or updates to key schemes such as the Local Plan 2041.
- That policy concerning Section 106 contributions is enhanced to ensure infrastructure is delivered in the areas required where CIL is zero rated.

**Resolved:**

1. That, the correspondence be noted and,
2. That, a follow up email be sent to all members and
3. That the above response be submitted to WODC.

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The meeting closed at: 7.20 pm

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Chair

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466- 1 WTC/115/24 Plot Ref :-24/01101/FUL Type :- FULL  
 Applicant Name :- . Date Received :- 07/08/2024  
 Location :- WODC WOODGREEN Date Returned :- 04/09/2024  
 WOODGREEN

Proposal : Installation of rooftop solar panels on council offices.

Observations : Witney Town Council has no objections regarding this application and welcomes the installation of solar panels on public buildings.

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466- 2 WTC/116/24 Plot Ref :-24/01917/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 07/08/2024  
 Location :- 94 FARMERS CLOSE Date Returned :- 04/09/2024  
 FARMERS CLOSE

Proposal : Erection of new front porch, ground floor cloakroom extension and alterations to front elevation fenestration.

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

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466- 3 WTC/117/24 Plot Ref :-24/01836/FUL Type :- FULL  
 Applicant Name :- . Date Received :- 08/08/2024  
 Location :- UNIT 32 BRIDGE STREET MILLS Date Returned :- 04/09/2024  
 BRIDGE STREET

Proposal : Erection of four apartments at second floor level with associated stair, lift and flood access, demolition of existing metal roof structure.

Observations : Whilst Witney Town Council does not object to this application in terms of material concerns and welcomes the development of two bed dwellings to the town Members note the objections and ask that WODC ensure these are addressed with conditions.

The Council ask that the development comply with policy OS4, in that the proposed development does not harm the use or enjoyment of neighbouring land and buildings including living conditions in residential properties. Members felt that the plans were not clear regarding the proposed height of the development, therefore members ask that officers pay due regard to ensure that the development does not cause a loss of light to neighbouring properties, and with the close proximity of neighbouring homes also a harmful loss of privacy.

Whilst the development is small, members expressed concerns regarding water quality, sewage infrastructure and existing drainage, with the possibility of this causing an increased flood risk in an already high-risk area of Witney. Members ask that increased mitigating measures are considered to help decrease the possibility of flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

Members also ask that in order to ensure that neighbouring residents are not adversely affected during the construction phase that a site management plan is drawn up, with particular attention to noise mitigation, members also ask

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neighbours are consulted on the construction plan prior to permission being granted.

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466- 4 WTC/118/24 Plot Ref :-24/01936/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 13/08/2024  
Location :- 1 OLLEY CRESCENT Date Returned :- 04/09/2024  
OLLEY CRESCENT  
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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466- 5 WTC/119/24 Plot Ref :-24/01995/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 13/08/2024  
Location :- 12 CRAWLEY ROAD Date Returned :- 04/09/2024  
CRAWLEY ROAD  
Proposal : Erection of single storey and first floor rear 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 possibility of surface water flooding in this area, given the site location and associated flood risk of the Hailey Road area. (In accordance with policy EH7 of the West Oxfordshire Local Plan 2031).

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466- 6 WTC/120/24 Plot Ref :-24/02071/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 15/08/2024  
Location :- 39 BURFORD ROAD Date Returned :- 04/09/2024  
BURFORD ROAD  
Proposal : Erection of a garden room.  
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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466- 7 WTC/121/24 Plot Ref :-24/02045/S73 Type :- VARIATION  
Applicant Name :- . Date Received :- 16/08/2024  
Location :- NEWLAND NURSING HOME Date Returned :- 04/09/2024  
NEWLAND  
Proposal : Variation of conditions 2 and 3 of Planning Permission 23/02901/FUL to change the specified finish material.  
Observations : Witney Town Council has no objections regarding this application.

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466- 8 WTC/122/24 Plot Ref :-24/01969/FUL Type :- FULL  
Applicant Name :- . Date Received :- 16/08/2024  
Location :- UNIT 25 WOOLGATE CENTRE Date Returned :- 04/09/2024  
WOOLGATE SHOPPING CENTRE  
Proposal : Replacement roof top plant and ventilation elements to rear, replacement  
louvred wall and doors to rear plant room and replacement glazed door and  
window vinyl graphics. New external LED lighting.  
Observations : Witney Town Council has no objections regarding this application.

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466- 9 WTC/123/24 Plot Ref :-24/00962/FUL Type :- FULL  
Applicant Name :- . Date Received :- 22/08/2024  
Location :- UNITS 4-5 WINDRUSH INDUST Date Returned :- 04/09/2024  
PARK  
WINDRUSH PARK ROAD  
Proposal : Development of 7no. new light industrial/warehouse use classes E(g)iii, B2 and  
B8 units with ancillary office space together with associated parking and service  
yards.  
Observations : Whilst Witney Town Council has no objections regarding this application,  
Members understand that the ground may have significant contamination and  
ask that this be addressed in order to restore the ground to a better state.

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466- 10 WTC/124/24 Plot Ref :-24/02105/LBC Type :- LISTED BUI  
Applicant Name :- . Date Received :- 22/08/2024  
Location :- 74 WEST END Date Returned :- 04/09/2024  
WEST END  
Proposal : Internal and external alterations to replace extension roof over kitchen and  
bathroom including the installation of 2 rooflights, one in the kitchen and another  
in the bathroom. Installation of 2 skylights in the attic room of the main rear part  
of the dwelling.  
Observations : Witney Town Council has no objections regarding this application.

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The Meeting closed at : 7:20pm

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

On behalf of :- Witney Town Council