

# Public Document Pack

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

Held on Tuesday, 8 October 2024

At 6.03 pm in the Virtual Meeting via MS Teams - Virtual Meeting

### Present:

Councillor A Bailey (Chair)

Councillors:	G Meadows J Aitman S Simpson	R Smith T Ashby (In place of G Doughty) J Treloar (In place of J Doughty)
Officers:	Adam Clapton Derek Mackenzie Cara Cannon	Deputy Town Clerk Senior Administrative Officer & Committee Clerk Admin- Communities & Planning
Others:	No members of the public.	

### P545 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Doughty & G Doughty. Councillors T Ashby & J Treloar attended as a substitutes.

### P546 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

### P547 PUBLIC PARTICIPATION

There was no public participation.

*(Councillor J Treloar joined the meeting at 6:06pm)*

### P548 RESIDENTS SATISFACTION SURVEY ACTIONS

The Committee received and considered the report of the Deputy Town Clerk regarding actions resulting from the annual resident's satisfaction survey.

Members asked that Officers prepare estimates for the widening of the Country Park so that a formal decision may be made as to whether this would be viable.

The Committee also discussed the issues experienced with pollution events that occur in the lake and ask that Officer provide details of the processes follow to manage any impact.

**Resolved:**

1. That, the report be noted and,
2. That, Officers prepare estimates options for the widening of the path around the Country Park Lake and,
3. That, Officers provide details of the procedures followed to monitor Pollution of the Lake.

P549 **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.

P550 **CORRESPONDENCE REGARDING 24/02119/LBC NEWLAND NURSING HOME, 50 NEWLAND, WITNEY.**

The Committee noted the correspondence received from West Oxfordshire District Council in respect of Planning Application 24/02119/LBC.

Given the urgent nature of the request requesting Witney Town Council to respond, by prior agreement of West Oxfordshire District Council, documents were circulated electronically to members of this Committee in order to meet the deadline.

**Resolved**

That, the following response was submitted to WODC on 4 October 2024.

*While Witney Town Council notes the loss of permeable drainage and lack of SuDS, Members also note the objections raised by the Conservation Officer on 20th September and would object to designs that would harm the character and appearance of this listed building*

P551 **APPLICATION FOR MINOR VARIATION - WITNEY LOCAL, 9 MARKET SQUARE, WITNEY**

The Committee noted the Application for Minor Variation from Witney Local, 9 Market Square, 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, the response "Witney Town Council has no objections to the amendment of this application" was forwarded to the licencing team at West Oxfordshire District Council 7 October 2024.

P552 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - THE FLEECE HOTEL, 11 CHURCH GREEN, WITNEY,**

The Committee received and considered the Pavement Licence Application for The Fleece Hotel, 11 Church Green, Witney under the Business and Planning Act 2020.

**Resolved:**

That, the following response be forwarded to the licencing team at West Oxfordshire District Council.

“Witney Town Council has no objections to this application”

P553 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - PART & PARCEL PUB LTD, 2-4 MARKET SQUARE, WITNEY - W/24/01045/PAVLIC**

The Committee noted the renewal Pavement Licence Application for Part & Parcel Pub Ltd, 2-4 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, the following response was submitted to the licencing team at West Oxfordshire District Council on 7 October 2024.

“Witney Town Council has no objections to this application”

P554 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - HUFFKINS, 35 HIGH STREET, WITNEY - W/24/00993/PAVLIC**

The Committee noted the renewal Pavement Licence Application for Huffkins, 35 High Street, 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, the following response was submitted to the licencing team at West Oxfordshire District Council on 30 September 2024.

“Witney Town Council has no objections to this application”

*(Councillor S Simpson left the meeting at 6:45pm)*

P555 **WITNEY SHORES GREEN - LIGHTING SCHEME - PLANNING REF: R.103/24**

The Committee received and considered the Lighting Scheme under Planning Ref: R3.0103/24 in respect of the works at the Shores Green Junction of the A40.

Members welcomed the detailed information provided in the report as the project proceeded.

**Resolved:**

That, the following response be submitted to Oxfordshire County Council:

Witney Town Council welcomes the application which will provide benefits for Witney residents and visitors of the Town, including those that will take up residence in the proposed Witney East Housing Development.

Witney Town Council ask that fortnightly updates are provided from this point forward and as the project proceeds in order to be fully aware of any impact that may affect the residents of the Town so that they may be duly informed and notified.

Due to the detailed technical nature of the report the council ask those responses from professionals in the respective field are considered fully.

P556 **WITNEY SHORES GREEN - DRAINAGE STRATEGY - PLANNING REF: R3.0104/24**

The Committee received and considered the Drainage Strategy under Planning Ref: R3.0104/24 in respect of the works at the Shores Green Junction of the A40.

Members welcomed the detailed information provided in the report as the project proceeded.

**Resolved:**

That, the following response be submitted to Oxfordshire County Council:

Witney Town Council welcomes the application which will provide benefits for Witney residents and visitors of the Town, including those that will take up residence in the proposed Witney East Housing Development.

Witney Town Council ask that fortnightly updates are provided from this point forward and as the project proceeds in order to be fully aware of any impact that may affect the residents of the Town so that they may be duly informed and notified.

Due to the detailed technical nature of the report the council ask those responses from professionals in the respective field are considered fully.

P557 **WITNEY SHORES GREEN - LANDSCAPING SCHEME - PLANNING REF: R3.0105/24**

The Committee received and considered the Landscaping Scheme under Planning Ref: R3.0105/24 in respect of the works at the Shores Green Junction of the A40.

Members welcomed the detailed information provided in the report as the project proceeded.

**Resolved:**

That, the following response be submitted to Oxfordshire County Council:

Witney Town Council welcomes the application which will provide benefits for Witney residents and visitors of the Town, including those that will take up residence in the proposed Witney East Housing Development.

Witney Town Council ask that fortnightly updates are provided from this point forward and as the project proceeds in order to be fully aware of any impact that may affect the residents of the Town so that they may be duly informed and notified.

Due to the detailed technical nature of the report the council ask those responses from professionals in the respective field are considered fully.

P558 **WITNEY SHORES GREEN - CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN - PLANNING REF: R3.0078/24**

The Committee received correspondence relating to the approval of Planning Application Ref: R3.0078/24 (Construction Environmental Management Plan) at the Shores Green Junction of the A40.

**Resolved:**

That, the correspondence be noted

P559 **WITNEY SHORES GREEN - ARCHAEOLOGY WRITTEN SCHEME OF INVESTIGATION - PLANNING REF: R3.0081/24**

The Committee received correspondence relating to the approval of Planning Application Ref: R3.0081/24 (Archaeology Written Scheme of Investigation) at the Shores Green Junction of the A40.

**Resolved:**

That, the correspondence be noted

P560 **WITNEY SHORES GREEN - ARBORICULTURAL IMPACT ASSESSMENT - PLANNING REF: R3.0095/24**

The Committee received correspondence relating to the approval of Planning Application Ref: R3.0095/24 (Arboricultural Impact Assessment) at the Shores Green Junction of the A40.

**Resolved:**

That, the correspondence be noted

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The meeting closed at: 6.49 pm

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Chair

Witney Town CouncilPlanning Minutes - 8th October 2024

549

549- 1 WTC/134/24 Plot Ref :-24/02259/S73 Type :- VARIATION  
 Applicant Name :- . Date Received :- 12/09/2024  
 Location :- 141 QUEEN EMMAS DYKE Date Returned :-  
 QUEEN EMMAS DYKE  
 Proposal : Variation of condition 2 of permission 20/03068/FUL to allow changes to approved plans to extend the ground floor layout.  
 Observations :

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549- 2 WTC/135/24 Plot Ref :-24/02319/S73 Type :- VARIATION  
 Applicant Name :- . Date Received :- 12/09/2024  
 Location :- LAND AT THORNEY LEYS Date Returned :- 09/10/2024  
 THORNEY LEYS  
 Proposal : Variation of conditions 2, 3, 18 and 21 of planning permission 15/00647/FUL to increase the height of the acoustic fence (retrospective).  
 Observations : Whilst Witney Town Council does not object to this application in principle, Members ask that a revised acoustic assessment be conducted to assess the effect of the proposed amendments in the mitigation of vehicle noise from the A40.

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549- 3 WTC/136/24 Plot Ref :-24/02258/FUL Type :- FULL  
 Applicant Name :- . Date Received :- 13/09/2024  
 Location :- 81 HIGH STREET Date Returned :- 09/10/2024  
 HIGH STREET  
 Proposal : Proposed replacement windows and doors.  
 Observations : Witney Town Council does not object in principle and is pleased to see modern energy efficient solutions being implemented; however, Members request re-consultation should the opinion of the Conservation/Heritage Officer not concur.

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549- 4 WTC/137/24 Plot Ref :-24/02293/HHD Type :- HOUSEHOLDE  
 Applicant Name :- . Date Received :- 13/09/2024  
 Location :- 11 STANWAY CLOSE Date Returned :- 09/10/2024  
 STANWAY CLOSE  
 Proposal : Erection of a porch and 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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549- 5 WTC/138/24 Plot Ref :-24/02279/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 25/09/2024  
Location :- 18 THE CRESCENT Date Returned :- 09/10/2024  
THE CRESCENT  
Proposal : Erection of a replacement garage to side elevation with living area in roof space,  
and rear single storey extension with 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.

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549- 6 WTC/139/24 Plot Ref :-24/02162/FUL Type :- FULL  
Applicant Name :- . Date Received :- 25/09/2024  
Location :- 59 BARRINGTON CLOSE Date Returned :- 09/10/2024  
BARRINGTON CLOSE  
Proposal : Change of use of residents land from amenity to residential and erection of  
timber boundary fencing (Retrospective)  
Observations : Witney Town Council objects to this application. This proposal is not compliant  
with Policy OS2 in that it would involve the loss of an area of open space that  
makes an important contribution to the character or appearance of the area. The  
character of the Deer Park estate along with other across the town is identified  
by these parcels of amenity space and for these be allowed to be fenced away  
from view it harms that character and takes this amenity from the rest of the  
community.  
  
Furthermore, members discussed the contribution to biodiversity as is provided  
by these small parcels of land, this small but important contribution would be  
lost if the space was allowed to continue to be incorporated as part of a  
privately owned domestic garden. Witney Town Council values all open spaces  
and amenity lands across Witney. These areas, regardless of size or location  
contribute to the visible, recreational, and biodiverse landscape across the town.  
Grass areas in particular aid drainage and help mitigate against surface water  
flooding.  
  
Members are also aware of a number of issues regarding the landscaping and  
restrictive covenants in this vicinity that may be considered to be in breach of  
planning policies. It would ask that a clear, fair, and consistent approach is  
adopted for this application and any future ones.

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549- 7 WTC/140/24 Plot Ref :-24/02270/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 25/09/2024  
Location :- 69 BURFORD ROAD Date Returned :- 09/10/2024  
BURFORD ROAD  
Proposal : Removal of existing porch and construction of a new porch  
Observations : Witney Town Council has no objections regarding this application.

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549- 8 WTC/141/24 Plot Ref :-24/02387/HHD Type :- HOUSEHOLDE  
Applicant Name :- . Date Received :- 25/09/2024  
Location :- 11 DONNINGTON CLOSE Date Returned :- 09/10/2024  
DONNINGTON CLOSE



Proposal : Proposed single storey side link extension and first floor extension over existing garage.

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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549- 9 WTC/142/24 Plot Ref :-24/02403/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 25/09/2024

Location :- 9 CHIPMUNK DRIVE Date Returned :- 09/10/2024  
CHIPMUNK DRIVE

Proposal : Installation of air source heat pump.

Observations : Witney Town Council has no objections to this application and welcomes thermal efficient and low-carbon enhancements.

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549- 10 WTC/143/24 Plot Ref :-24/02341/HHD Type :- HOUSEHOLDE

Applicant Name :- . Date Received :- 25/09/2024

Location :- 33 MOORLAND CLOSE Date Returned :- 09/10/2024  
MOORLAND CLOSE

Proposal : Erection of a single storey rear extension along with construction of decking area and associated works.

Observations : Whilst Witney Town Council offers no objections to this application, Members ask, as the proposal includes development in a high-density area with close proximity to neighbouring properties that officers pay due regard to the harmful loss of privacy to neighbouring properties.

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549- 11 WTC/144/24 Plot Ref :-24/02312/FUL Type :- FULL

Applicant Name :- . Date Received :- 25/09/2024

Location :- 13 MARKET SQUARE Date Returned :- 09/10/2024  
MARKET SQUARE

Proposal : Reconstruction of the chimney stack, repair works to the dormer windows and cheeks

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

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549- 12 WTC/145/24 Plot Ref :-24/02313/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 25/09/2024

Location :- 13 MARKET SQUARE Date Returned :- 09/10/2024  
MARKET SQUARE

Proposal : Reconstruction of the chimney stack, repair works to the dormer windows and cheeks.

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

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549- 13 WTC/146/24 Plot Ref :-24/02431/LBC Type :- LISTED BUI

Applicant Name :- . Date Received :- 27/09/2024

Location :- CROFTDOWN, 34 CORN STREET Date Returned :- 09/10/2024  
CORN STREET

Proposal : Internal alterations to include removal of existing corner fireplace stack in living

room and form a new hearth and fireplace, formation of new steps to conservatory room, raising of lintel above kitchen stove unit and floor insulation works.

Observations : Whilst Witney Town Council offers no objections to this application, Members ask that the Officer confirm the type of fuel (if any) could be used in the reformed fireplace and would request alternative renewable energy solutions are considered by the applicant (as per CO17 of the West Oxfordshire Local Plan 2031), to mitigate against carbon emissions being released into the environment.

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549- 14 WTC/147/24 Plot Ref :-24/02328/FUL Type :- FULL  
Applicant Name :- . Date Received :- 27/09/2024  
Location :- 19 MOTT CLOSE Date Returned :- 09/10/2024  
MOTT CLOSE

Proposal : Change of use of part of existing garage to a beauty business (retrospective).

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

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549- 15 WTC/148/24 Plot Ref :-24/02422/FUL Type :- FULL  
Applicant Name :- . Date Received :- 30/09/2024  
Location :- UNITS 9-12 EAGLE IND ESTATE Date Returned :- 09/10/2024  
EAGLE INDUSTRIAL ESTATE

Proposal : Change of use of existing brewery to Class E use.

Observations : Witney Town Council has no objections to this application. Members support and encourage these changes and welcomes the potential employment opportunities this change of use may bring.

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The Meeting closed at : 6:49

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

On behalf of :- Witney Town Council