

Witney Town Council

Planning Minutes - 22nd April 2025

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236- 1	WTC/040/25	Plot Ref :-25/00754/FUL	Type :-	FULL
	Applicant Name :-		Date Received :-	01/04/2025
	Location :-	108-110 HIGH STREET HIGH STREET	Date Returned :-	23/04/2025

Proposal : Change of use, conversion and part-demolition of an existing shop/motorbike service centre and flat to form 6 commercial/office units (Use Class E) and 2 dwellings (Use Class C3). Erection of a two-storey rear extension (amended description)

Observations : Witney Town Council does not object to this application and welcomes the repurposing and reconditioning of the building, which represents a positive approach to sustainable development and the reuse of existing structures.

However, Members raised several concerns that they would like to be taken into consideration:

"Schedule of Works: Clarification is requested regarding the proposed schedule of works to better understand the timeline and potential impact on the surrounding area.

"Drainage Infrastructure: Members are concerned about the potential increased stress on the existing drainage system. Witney Town Council has limited confidence in Thames Water's capacity to adequately manage additional demand and would like assurance that appropriate infrastructure assessments and mitigations are in place. In accordance with Policy EH7 of the Local Plan, developments are required to incorporate sustainable drainage systems (SuDS) that mimic natural drainage patterns to manage surface water runoff effectively. These systems should be designed to reduce flood risk, enhance water quality, and provide biodiversity benefits. Additionally, Policy OS3 mandates that developments must not increase flood risk elsewhere and should demonstrate that they will not exacerbate existing drainage issues. Members seek assurance that comprehensive infrastructure assessments have been conducted and that appropriate mitigation measures are in place to prevent adverse impacts on public health, environmental quality, and flood risk. This includes ensuring that any necessary upgrades to the drainage infrastructure are implemented ahead of development, in line with the requirements set out in the Local Plan.

"Contaminants: Concerns were raised about the potential for contaminants on site. In line with Policy EH2 of the West Oxfordshire Local Plan 2031, Members seek assurance that all conditions flagged by the Environmental Health and Regulatory Services (ERS) are thoroughly reviewed and addressed. This policy mandates that proposed developments should avoid causing pollution, especially contamination, which could adversely impact public health and the environment.

236- 2	WTC/042/25	Plot Ref :-25/00376/CLP	Type :-	CERT LAWFU
	Applicant Name :- .		Date Received :-	01/04/2025
	Location :- WINDRUSH LEISURE CENTRE WITAN WAY		Date Returned :-	23/04/2025
	Proposal : Certificate of lawfulness (Installation of solar panel PV system)			
	Observations : Witney Town Council supports thermal efficient and low-carbon enhancements and welcomes the installation of solar panels on Windrush Leisure Centre. Witney Town Council have no objections to this application.			
236- 3	WTC/044/25	Plot Ref :-25/00834/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	04/04/2025
	Location :- 15 CRAWLEY ROAD CRAWLEY ROAD		Date Returned :-	23/04/2025
	Proposal : Demolition of the garage, removal of the roof and raise the ridge to create a new First Floor, erection of two storey side and single storey rear extensions, new roof and render.			
	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, and a sustainable drainage plan be submitted due to the size of the extension, to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.			
236- 4	WTC/047/25	Plot Ref :-25/00800/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	08/04/2025
	Location :- WINDRUSH LEISURE CENTRE WITAN WAY		Date Returned :-	23/04/2025
	Proposal : Decarbonisation scheme with plant on the existing roof and erection of timber clad enclosure around the air source heat pumps.			
	Observations : Witney Town Council supports this application and welcomes thermal efficient and low-carbon enhancements and welcomes the installation Air Source Heat Pumps at Windrush Leisure Centre, allowing people to see the benefits of the decarbonisation scheme in practice.			
236- 5	WTC/050/25	Plot Ref :-25/00680/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	10/04/2025
	Location :- 1 SYCAMORE CLOSE SYCAMORE CLOSE		Date Returned :-	23/04/2025
	Proposal : Erection of a dormer.			
	Observations : Witney Town Council has no objections to this application.			
236- 6	WTC/051/25	Plot Ref :-25/00829/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	10/04/2025
	Location :- 35 NEW YATT ROAD NEW YATT ROAD		Date Returned :-	23/04/2025
	Proposal : Erection of a first floor extension over existing garage, a single storey side extension, replacement front storm porch and a rear conservatory.			

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.

236- 7 WTC/052/25

Plot Ref :-25/00925/FUL

Type :- FULL

Applicant Name :- .

Date Received :- 11/04/2025

Location :- 9-11 HIGH STREET
HIGH STREET

Date Returned :- 23/04/2025

Proposal : Installation of Air Conditioning and Refrigeration Plant Equipment.

Observations : Witney Town Council has no objections to this application. However, Members would like to raise a query regarding the extent to which the proposals align with and support current decarbonisation plans. Witney Town Council encourages the applicant to demonstrate how the development contributes to local and national objectives for reducing carbon emissions, and whether further measures could be incorporated to maximise environmental sustainability.

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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.

236- 12 WTC/046/25

Plot Ref :- 25/00773/HHD

Type :- HOUSEHOLDER

Applicant Name :- .

Location :- 9 MOUNTFIELD ROAD
MOUNTFIELD ROAD

Date Received :- 08/04/2025

Date Returned :- 23/04/2025

Proposal : Conversion of existing garage and conservatory and erection of single storey front and side extension to create additional living space.

Observations : Witney Town Council objects to this application. Members consider that the proposed internal layout and floor space do not provide adequate living conditions. The space appears confined and poorly lit, raising concerns about the overall quality of the accommodation. As such, the proposal is not considered to comply with Policy OS4 of the West Oxfordshire District Council Local Plan, which requires development to demonstrate high quality, inclusive and sustainable design, and to contribute to the creation of a safe and pleasant environment.

Members also noted aspects of the design that may require scrutiny from Building Control to ensure full compliance with relevant regulations and standards.

Furthermore, Members request that, if permission is granted, a condition be imposed confirming that the use of the extension remains ancillary to the main property.

In addition, Members raised concerns regarding the potential impact of the development on existing drainage infrastructure, noting 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.

236- 13 WTC/048/25

Plot Ref :- 25/00685/HHD

Type :- HOUSEHOLDER

Applicant Name :- .

Location :- 23 DUCKLINGTON LANE
DUCKLINGTON LANE

Date Received :- 08/04/2025

Date Returned :- 23/04/2025

Proposal : Erection of front and rear single storey extensions.

Observations : Witney Town Council does not object to this application; however, Members note the increased footprint and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.

236- 14 WTC/049/25

Plot Ref :- 25/00815/FUL

Type :- FULL

Applicant Name :- .

Location :- 32 CORN STREET
CORN STREET

Date Received :- 10/04/2025

Date Returned :- 23/04/2025

Proposal : Erection of an outbuilding.

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

The Meeting closed at 6:45pm

Signed : _____ Chairman _____ Date _____ :

On behalf of :- Witney Town Council