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

Held on Tuesday, 22 April 2025

At 6.01 pm in the Gallery Room, The Corn Exchange, Witney

### Present:

Councillor A Bailey (Chair)

Councillors:	G Meadows	G Doughty
	T Ashby	R Smith
	J Aitman	D Temple (In place of J Doughty)
	S Simpson	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Cara Murray	Admin Support Assistant - Communities & Planning
	Carl Whitehead	Biodiversity & Green Spaces Officer
Others:	None.	

### P231 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor J Doughty, Councillor D Temple attended as a substitute.

### P232 DECLARATIONS OF INTEREST

Councillor J Aitman declared a personal, non-prejudicial interest in Planning Application 25/00832/HHD by virtue of knowing the applicant.

Councillor D Temple declared a personal, non-prejudicial interest in Planning Application 25/00754/FUL as he was a member of the social club that neighboured the development.

There were no other declarations from Members or Officers

*Cllr R Smith joined the meeting at 6:03pm.*

### P233 MINUTES

The minutes of the Climate, Biodiversity & Planning Committee meetings held on 11 February, 4 March & 25 March 2025 were received.

P86 – The Committee heard from the Biodiversity & Green Spaces Officer that judging of the Green Flag Award would take place later that week. He along with the Green Spaces Operative would be in attendance to guide and answer questions. Volunteers would also be in attendance to provide support and speak with the judges.

Members also welcomed news that the Lake & Country Park had attained Local Nature Reserve status which it was hoped would help to provide future opportunities for grant funding.

**Resolved:**

That, the minutes of the Climate, Biodiversity & Planning Committee meetings held 11 February, 4 March & 25 March 2025 be approved as correct records of the meetings and be signed by the Chair.

P234 **PUBLIC PARTICIPATION**

There was no public participation.

*The Biodiversity & Green Spaces Officer left the meeting at 6:10pm.*

P235 **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.

**Resolved:**

1. That, the report be noted and,
2. That, the management accounts of the Climate, Biodiversity & Planning Committee for the period to 28 February 2025 be approved.

P236 **PLANNING APPLICATIONS**

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

Following the Members discussion regarding application 25/00773/HHD, a vote was taken as to whether an objection response should be submitted. Six Members being in favour of an objection, two Members being against.

**Resolved:**

That, the comments, as per the attached schedule be forwarded to West Oxfordshire District Council.

P237 **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.

**P238 NOTIFICATION OF PLANNING APPEAL DECISION - WELCOME EVANGELICAL CHURCH, HIGH STREET, WITNEY**

The Committee received and considered correspondence concerning the appeal decision APP/D3125/W/24/3355318 - Welcome Evangelical Church, High Street, Witney

**Resolved:**

That, the appeal decision be noted.

**P239 NOTIFICATION OF PLANNING APPEAL - 50 NEW YATT ROAD WITNEY.**

The Committee received notification of Planning Appeal APP/D3125/D/25/3363662 in respect of 50 New Yatt Road Witney.

**Resolved:**

That the notification of the Planning Appeal be noted.

**P240 WITNEY TRAFFIC ADVISORY COMMITTEE MEETING HELD ON 18 MARCH 2025**

The Committee received the minutes of the Witney Traffic Advisory Committee held on 18 March 2025.

**Resolved:**

1. That, the minutes of the Witney Traffic Advisory Committee held 18 March 2025 be noted.

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The meeting closed at: 6.45 pm

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Chair



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.

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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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## Planning Minutes – 22nd April 2025

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.

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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.

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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.

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The Meeting closed at 6:45pm

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

On behalf of :- Witney Town Council