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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.

The meeting closed at: 6.45 pm

Chair

## **Witney Town Council**

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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 Date Returned: 23/04/2025

HIGH STREET

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 Date Returned: 23/04/2025

WITAN WAY

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 Date Returned :- 23/04/2025

**CRAWLEY ROAD** 

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 Date Returned :- 23/04/2025

WITAN WAY

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 Date Returned :- 23/04/2025

SYCAMORE CLOSE

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 Date Returned :- 23/04/2025

**NEW YATT ROAD** 

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 Date Returned: 23/04/2025

HIGH STREET

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

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.

#### Witney Town Council

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236- 8 WTC/039/25 Plot Ref :-25/00344/HHD Type :- HOUSEHOLDER

Applicant Name: - Date Received: - 01/04/2025
Location: 9 DENE RISE Date Returned: - 23/04/2025

**DENE RISE** 

Proposal: Erection of single storey side extension and alterations to garage roof.

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- 9 WTC/041/25 Plot Ref :- 25/00743/HHD Type :- HOUSEHOLDER

Applicant Name :- . Date Received :- 01/04/2025 Location :- 116 COLWELL DRIVE Date Returned :- 23/04/2025

COLWELL DRIVE

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.

236- 10 WTC/043/25 Plot Ref :- 25/00832/HHD Type :- HOUSEHOLDER

Applicant Name :- . Date Received :- 01/04/2025 Location :- 94 ETON CLOSE Date Returned :- 23/04/2025

**ETON CLOSE** 

Proposal: Removal of conservatory and erection of replacement single storey rear extension.

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- 11 WTC/045/25 Plot Ref :- 25/00803/HHD Type :- HOUSEHOLDER

Applicant Name :- . Date Received :- 07/04/2025 Location :- 35 FARMERS CLOSE Date Returned :- 23/04/2025

**FARMERS CLOSE** 

Proposal: Erection of a single storey side 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.

236- 12 WTC/046/25 Plot Ref :- 25/00773/HHD Type:- HOUSEHOLDER

Applicant Name :- . Date Received :- 08/04/2025

9 MOUNTFIELD ROAD Location :-Date Returned :- 23/04/2025 MOUNTFIELD ROAD

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 :- . Date Received :- 08/04/2025

Location :-23 DUCKLINGTON LANE Date Returned :- 23/04/2025 **DUCKLINGTON LANE** 

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 :-Date Received :- 10/04/2025 32 CORN STREET Date Returned :- 23/04/2025 Location :-

**CORN STREET** 

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