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PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 16 September 2025

At 6.00 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor D Temple (Chair)

Councillors:	G Meadows	T Ashby (In place of J Doughty)
	R Smith	J Treloar (In place of G Doughty)
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Cara Murray	Admin Support Assistant - Communities & Planning
Others:	None	

P532 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor J Aitman.

Apologies for absence were also received from Councillors G Doughty, and J Doughty, Councillors J Treloar and T Ashby attended as substitutes respectively.

P533 ELECTION OF CHAIR

Due to the absence of the Chair and Vice-Chair the Deputy Town Clerk called for nominations for a Chair for the meeting.

It was proposed by Cllr D Temple and seconded by Cllr J Treloar that Cllr D Temple be elected. There being no other nominations it was:

Resolved:

That, Councillor Dean Temple be elected Chair of the meeting.

P534 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or officers.

P535 MINUTES

The minutes of the Planning & Development Committee meetings held on 15 July, 5 August, and 26 August 2025 were received.

Resolved:

That, the minutes of the Planning & Development Committee meetings held on 15 July, 5 August and 26 August 2025 be approved as correct records of the meetings and be signed by the Chair.

P536 **PUBLIC PARTICIPATION**

There was no public participation.

P537 **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.

P538 **PLANNING DECISIONS**

The Committee received and considered a schedule of planning decisions received from West Oxfordshire District Council (WODC).

The Committee Clerk summarised the reasoning for the decisions that were contrary to the Committee's submission. Members discussed the current practice of officers marking certain planning applications as "contrary" where planning conditions have been added, in order to ensure these applications were highlighted for the Committees attention. It was noted that this approach had been used to support transparency and to facilitate informed consideration by the Committee.

Members agreed that while the intention behind the practice was understood, the presentation of planning decisions could benefit from further clarity. Officers were, therefore asked to review the format in order to ensure accurate presentation.

Resolved:

1. That, the list circulated advising of WODC planning decisions be noted and
2. That, Officers review the presentation of the report of planning decisions.

P539 **NOTIFICATION OF PLANNING APPEAL DECISION - 1 SYCAMORE CLOSE, WITNEY - APP/D3125/D/25/3370522**

The Committee received and considered correspondence concerning the appeal decision APP/D3125/D/25/3370522 for 1 Sycamore Close, Witney.

Resolved:

That, the appeal decision be noted.

The meeting closed at: 6.19 pm

Chair

