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PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 31 March 2026

At 6.30 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor G Doughty (Chair)

Councillors: J Doughty T Ashby (In place of D Temple)
R Crouch (In place of J
Aitman)

Officers: Adam Clapton Deputy Town Clerk
Derek Mackenzie Senior Administrative Officer &
Committee Clerk

Others: None.

P174 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R Smith & G Meadows.

Additionally, apologies for absence were received from Councillors J Aitman & D Temple, Councillors R Crouch & T Ashby attended as substitutes.

P175 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or officers.

P176 MINUTES

The minutes of the Planning & Development Committee meetings held on 27 January; 17 February & 10 March 2026 were received.

P58 – 25/03152/S73 - The Committee acknowledged the decision taken by the Council to submit a further response to support the concern of Thames Valley Police and object to the application (FC Minute 93 16.02.26 Refers)

Following a request from the planning authority received on 30 March requesting consideration for the application of a condition to ensure that the restaurant remained closed as per its current hours, with only the drive thru becoming 24/7, the Committee confirmed their agreement however, asked that their comments regarding the impact of external and internal lighting on residential amenity due from the extended opening hours, particularly during the additional night-time hours be fully considered.

Resolved:

1. That, the minutes of the Planning & Development Committee meetings held on 27 January; 17 February & 10 March 2026 be approved as a correct record of the meetings and be signed by the Chair and,
2. That, confirmation of the Committees support for a condition to allow only extended hours to the drive through only be submitted to the planning authority for planning application 25/03152/S73.

P177 **PUBLIC PARTICIPATION**

The Committee adjourned for this item.

The Committee received representations from a resident of Kingfisher Meadows concerning the most recent version of his nature survey of the Windrush Valley area around Dry Lane. The Committee welcomed the information and agreed that it should be shared with the other neighbouring four parishes in order that they be informed in their responses to any future planning submissions.

The Committee reconvened.

P178 **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.

The Member of the Public left the meeting at 6:52pm.

P179 **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.

Resolved:

That, the list circulated advising of WODC planning decisions be noted.

P180 **WITNEY TRAFFIC ADVISORY COMMITTEE MINUTES**

The Committee received the minutes of the Witney Traffic Advisory Committee held on 17 March 2026.

A Member present at the meeting highlighted that the local bus routes currently supported by Oxfordshire Country Council were soon to be issued for tender for their renewal.

Resolved:

That, the minutes of the Witney Traffic Advisory Committee held on 17 March 2026 be noted.

P181 **SALT CROSS GARDEN VILLAGE AREA ACTION PLAN (AAP)**

The Committee received the confirmation of approval by West Oxfordshire District Council of the Salt Cross Garden Village Area Action Plan

Resolved:

That the correspondence be noted.

P182 **OXFORDSHIRE COUNTY COUNCIL - PLANNING APPLICATION: R3.0037/26 - MOORLAND CENTRE, DARK LANE, WITNEY**

The Committee received and considered Oxfordshire County Council planning application R3.0037/26 at Moorland Centre, Dark Lane, Witney.

Members acknowledged the importance of having a safe location to store vehicles which provided valuable community transport.

Resolved:

That, Witney Town Council has no objection to this application.

P183 **TELECOMS BASE STATION UPGRADE - BURFORD ROAD, WITNEY**

The Committee received and considered the correspondence from Cornerstone Infrastructure Services Ltd regarding an upgrade to their existing telecommunications site at Burford Road Junction with Deer Park Road, Witney, Oxfordshire, OX29 0NB.

Members noted that the equipment and installation would be of the same dimensions as existing and recognised the importance of improvements being made to key infrastructure.

Resolved:

That, Witney Town Council has no objection to this application.

The meeting closed at: 7.03 pm

Chair

Witney Town Council

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178- 1 WTC/032/26 Plot Ref :-26/00431/FUL Type :- FULL
 Applicant Name :- . Date Received :- 16/03/2026
 Location :- 8-10 THE CRESCENT Date Returned :- 01/04/2026
 THE CRESCENT
 Proposal : Demolition of conservatory and erection of single storey rear extension along with the subdivision of dwelling to form two separate dwellings and 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.

178- 2 WTC/033/26 Plot Ref :-26/00470/HHD Type :- HOUSEHOLDE
 Applicant Name :- . Date Received :- 16/03/2026
 Location :- 178 MANOR ROAD Date Returned :- 01/04/2026
 MANOR ROAD
 Proposal : Erection of single storey front 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.

178- 3 WTC/034/26 Plot Ref :-26/00460/S73 Type :- VARIATION
 Applicant Name :- . Date Received :- 16/03/2026
 Location :- SCRAP YARD REAR OF 58 Date Returned :- 01/04/2026
 WEST END
 Proposal : Variation of condition 3 of permission 25/02265/FUL to allow the use of slate tiles in place of the previously approved asbestos and metal roof covering.
 Observations : Witney Town Council does not object to this application.

They welcome the use of slate as the material of choice, as they felt it represents a more appropriate and high-quality finish that is likely to enhance the overall appearance of the development and better reflect local character.

The Council considers that this amendment aligns with the design principles set out in the National Planning Policy Framework (NPPF), particularly Section 12 (Achieving well-designed places), which encourages developments to be visually attractive and sympathetic to local character.

The request also aligns with the objectives of the West Oxfordshire Local Plan 2031, including Policy OS2 (Locating Development in the Right Places), which seeks high-quality design and appropriate material use.

178- 4 WTC/035/26 Plot Ref :-26/00490/FUL Type :- FULL
Applicant Name :- . Date Received :- 16/03/2026
Location :- 104 THE CROFTS Date Returned :- 01/04/2026
THE CROFTS

Proposal : Erection of self-build dwelling and detached garage, demolition of existing dwelling, and associated works,

Observations : Witney Town Council does not object to this application.

They consider that, in principle, the development is acceptable and broadly consistent with the objectives of the West Oxfordshire Local Plan 2031, including Policy OS2 (Locating Development in the Right Places) and Policy H2 (Delivery of New Homes).

However, they note that the proposal involves the removal of four existing trees and request that the noted replacement trees are secured and delivered as part of the development, to ensure no net loss to local amenity and biodiversity. This would align with Policy EH3 (Biodiversity and Geodiversity) of the Local Plan and the environmental objectives of the National Planning Policy Framework (NPPF), particularly Section 15 (Conserving and enhancing the natural environment).

The Council also raises concerns regarding drainage and requests that appropriate measures are secured to ensure the development does not increase flood risk or surface water issues in the area. They ask that the advice of the relevant drainage and flood risk consultees is fully taken into account, in accordance with Policy EH7 (Flood Risk) of the Local Plan and NPPF Section 14 (Flooding and climate change).

178- 5 WTC/036/26 Plot Ref :-26/00478/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 19/03/2026
Location :- SCRAP YARD REAR OF 58 Date Returned :- 01/04/2026
WEST END
WEST END

Proposal : Variation of condition 2 of permission 23/02730/FUL to allow reconfiguration of internal layouts, slight widening of dormers to plots 8 and 10 and the addition of a small window to plot 10.

Observations : Witney Town Council does not object to this application.

They welcome the introduction of additional natural light to the properties, which has the potential to improve the overall quality of accommodation and residential amenity. This aligns with the design principles set out in the National Planning Policy Framework (NPPF), particularly Section 12 (Achieving well-designed places), which encourages developments that provide a high standard of amenity for existing and future occupants.

They consider that the proposed changes are minor in nature and would not result in any material harm, and are therefore broadly consistent with the objectives of the West Oxfordshire Local Plan 2031, including policies relating to good design and residential amenity (notably Policy OS2).

They request that Officers ensure the amendments do not give rise to any overlooking or loss of privacy to neighbouring properties.

Members request that officers ensure the amendments do not give rise to any overlooking or loss of privacy to neighbouring properties.

The Meeting closed at : 7:03pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council