

Date: 19th May 2026  
Our ref: 26/00013/APPEAL  
Please ask for: Chris Wood  
Telephone: 01993 861677  
Email: [chris.wood@westoxon.gov.uk](mailto:chris.wood@westoxon.gov.uk)

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990  
APPEAL UNDER SECTION 78  
Notification of Planning Appeal**

Site Address: 46A Market Square Witney Oxfordshire

Description of Development: Internal and external alterations to convert the existing office building to a dwelling with works to include erection of a two storey extension with single storey glazed link

Original Application Number: 25/01990/LBC

Appellant's name: Mrs Juliet Druce

Appeal Reference: 6009103

Appeal Start Date: 11.05.2026

I refer to the above details. An appeal has been made to the Secretary of State against the decision of West Oxfordshire District Council to refuse planning permission for the development described.

The appeal will be determined on the basis of **written representations**. The procedure followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the original planning application to the Planning Inspectorate and to the Appellant. These will be considered by the Inspector when determining the appeal, unless they are subsequently withdrawn.

**If you wish to make comments, or modify/withdraw your previous representation, you can do so online at:**

<https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>

In deciding whether to provide further comments, you are advised that the appellant may have submitted additional evidence that you have not previously seen. Your comments can address such matters.

If you do not have access to the internet, you can send your comments to the following address quoting reference number 6009103:

In writing : The Planning Inspectorate  
C/o QUADIENT  
69 Buckingham Avenue  
Slough  
SL1 4PN

**All representations must be received by the Planning Inspectorate by 16th June 2026.** Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this local planning authority and will be considered by the Inspector when determining the appeal.

Please ensure that all comments/documents submitted are GDPR compliant.

If you wish to track the progress of the appeal you can do so via:

<https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>

by searching under the appeal reference 6009103.

You can also view the appeal documents on the Council's website at [www.westoxon.gov.uk/planning](http://www.westoxon.gov.uk/planning) under the original application reference.

You can get a copy of one of the Planning Inspectorate's "Guide to taking part in planning appeals" booklets free of charge from GOV.UK at:

<https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>

When made, the decision will be published online at:

<https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>

Yours sincerely

*Chris Wood*

Senior Planning Officer (Appeals)  
Planning and Strategic Housing