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PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 2 June 2026

At 6.00 pm in the Virtual Meeting via MS Teams - Virtual Meeting

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman G Meadows	J Treloar R Smith
Officers:	Adam Clapton Derek Mackenzie	Deputy Town Clerk Senior Administrative Officer & Committee Clerk
Others:	None.	

P274 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor D Temple prior to the meeting; however, due to the late receipt, it was not reported during the meeting.

P275 DECLARATIONS OF INTEREST

There were no declarations of interest from Members or officers.

P276 PUBLIC PARTICIPATION

There was no public participation.

Cllr J Treloar joined the meeting at 6:04pm.

P277 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.

P278 **NOTIFICATION OF PLANNING APPEAL - 46A MARKET SQUARE, WITNEY**

The Committee received notification of Planning Appeal 26/00013/APPEAL in respect of 46a Market Square, Witney.

Resolved:

That the notification of the Planning Appeal be noted.

P279 **NOTIFICATION OF PLANNING APPEAL - 46A MARKET SQUARE, WITNEY**

The Committee received notification of Planning Appeal 26/00013/APPEAL in respect of 46a Market Square, Witney.

Resolved:

That the notification of the Planning Appeal be noted.

P280 **A40 BARNARD GATE JUNCTIONS - EXPERIMENTAL TRO**

The Committee received notification of the introduction of the Experimental Traffic Regulation Order for the Barnard Gate A40 no right turn restrictions.

Resolved:

That the notification be noted.

P281 **APPLICATION FOR A NEW PREMISES LICENCE - MCDONALDS, DUCKLINGTON LANE - W/26/00532/PRMA**

The Committee received and considered the application from McDonalds Restaurant, Ducklington Lane, Witney for a new premises licence under the Licencing Act 2003.

It was agreed that the following submission be made.

Witney Town Council has no objection to this application.

Members nevertheless wish to raise concerns regarding the potential for public nuisance arising from the proposed 24-hour operation. In particular, consideration should be given to the possible impacts of late-night activity, including noise, anti-social behaviour, and littering in the surrounding area.

The Council encourages the applicant and the Licensing Authority to ensure that appropriate measures are in place, and that the premises are subject to ongoing monitoring and review, to mitigate any such impacts should they arise.

These observations are made in relation to the licensing objectives set out in the Licensing Act 2003, specifically the prevention of public nuisance and the prevention of crime and disorder.

Resolved:

That, the Council makes the above submission to this application.

The meeting closed at: 6.21 pm

Chair

Witney Town Council

Planning Minutes - 2 June 2026

Committee Members Present :-

277

277- 1 26/057 Plot Ref :-26/01040/FUL Type :- FULL
 Applicant Name :- . Date Received :- 07/05/2026
 Location :- 11 Market Square Date Returned :- 03/06/2026
 Proposal : Installation of new shopfront and associated works.
 Observations : Witney Town Council has no objections to this application. Members consider that the proposal will enhance the appearance of the premises and make a positive contribution to the surrounding area. The Council also welcomes the introduction of a new business to the town, recognising the benefits this brings to the local economy and vitality of the area.

277- 2 26/058 Plot Ref :-26/01041/LBC Type :- LISTED BUI
 Applicant Name :- . Date Received :- 07/05/2026
 Location :- 11 Market Square Date Returned :- 03/06/2026
 Proposal : Removal of existing shopfront and existing internal wall. Installation of new shopfront and non-illuminated signs.
 Observations : Witney Town Council has no objections to this application. Members consider that the proposal will enhance the appearance of the premises and make a positive contribution to the surrounding area. The Council also welcomes the introduction of a new business to the town, recognising the benefits this brings to the local economy and vitality of the area.

277- 3 26/059 Plot Ref :-26/01056/HHD Type :- HOUSEHOLDE
 Applicant Name :- . Date Received :- 07/05/2026
 Location :- 3 Brook Lane Date Returned :- 03/06/2026
 Proposal : Erection of single storey rear extension to replace conservatory
 Observations : Witney Town Council has no objections regarding this application.

277- 4 26/060 Plot Ref :-26/00987/FUL Type :- FULL
 Applicant Name :- . Date Received :- 07/05/2026
 Location :- Unit 8 Nimrod De Havilland Way Date Returned :- 03/06/2026
 Proposal : Installation of windows to front and rear elevations.
 Observations : Witney Town Council has no objections to this application.
 Members welcome the introduction of additional windows, recognising the benefit of increased natural daylight for workers within an industrial environment.
 The Council considers that such improvements help to create a healthier and more supportive workplace environment, contributing positively to employee welfare and satisfaction.

This aligns with the National Planning Policy Framework, which seeks to achieve healthy, inclusive places that promote wellbeing, and support development that provides a high standard of amenity for existing and future users.

277- 5	26/061	Plot Ref :-26/00897/FUL	Type :-	FULL
	Applicant Name :-	.	Date Received :-	07/05/2026
	Location :-	Scrap Yard Rear Of 58 West End	Date Returned :-	03/06/2026
	Proposal :	Change of use of land to enlarge the domestic garden of plot 10		
	Observations :	Witney Town Council has no objections regarding this application		

277- 6	26/062	Plot Ref :-26/01091/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	.	Date Received :-	12/05/2026
	Location :-	178 Manor Road	Date Returned :-	03/06/2026
	Proposal :	Erection of single storey front extension.		
	Observations :	Witney Town Council has no objections regarding this application		

277- 7	26/063	Plot Ref :-26/01075/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	.	Date Received :-	12/05/2026
	Location :-	4 Saxon Way	Date Returned :-	03/06/2026
	Proposal :	Erection of a single storey rear extension, addition of an open front porch, conversion of detached rear garage to gym, addition of cladding to outbuilding, 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.		

277- 8	26/064	Plot Ref :-26/00944/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	.	Date Received :-	13/05/2026
	Location :-	11 Crawley Road	Date Returned :-	03/06/2026
	Proposal :	Erection of a single storey rear extension and front porch, adjustment of existing roof height and construction of rear dormer to create first floor living space along with installation of solar panels and erection of a semi covered carport		
	Observations :	Witney Town Council has no objections regarding this application.		

277- 9	26/065	Plot Ref :-26/00876/LBC	Type :-	LISTED BUI
	Applicant Name :-	.	Date Received :-	14/05/2026
	Location :-	Archway Between 75 And 77 High	Date Returned :-	03/06/2026
	Proposal :	Internal and external alterations to include repairs to the beam structure, external gate, and front wall of the archway, as well as the addition of insulation to the room above the archway		
	Observations :	Witney Town Council has no objections to this application.		

Members welcome the proposed alterations, which are considered to enhance and support the retention of a part of a key heritage structure on the High Street. The building occupies a prominent and important position, forming part of the entranceway to the Witney Museum, and its preservation and improvement are therefore strongly supported.

The Council considers that the proposals will reinforce the historic character of the area. This approach is consistent with the National Planning Policy Framework Section 16: Conserving and Enhancing the Historic Environment.

The Meeting closed at : 6:21pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council