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PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 21 April 2026

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

Present:

Councillor G Doughty (Chair)

Councillors:	J Aitman	D Temple
	J Doughty	R Crouch (In place of R Smith)
	G Meadows	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
Others:	None	

P212 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor R Smith, Councillor R Crouch attended as a substitute.

P213 DECLARATIONS OF INTEREST

Councillor J Aitman declared a personal interest by virtue of knowing the applicant of planning application 26/00633/HHD.

There were no other declarations from Members or Officers

P214 PUBLIC PARTICIPATION

There was no public participation.

Cllr D Temple joined the meeting at 6:02pm and heard all applications.

Cllr G Meadows joined the meeting at 6:07pm and heard applications 4.6 to 4.10

P215 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.

P216 NORTH LEIGH NEIGHBOURHOOD DEVELOPMENT PLAN

The Committee received and considered the North Leigh Neighbourhood Development Plan proposal.

Resolved:

That, the following response be submitted on behalf of the Town Council,

Witney Town Council welcomes the preparation of the North Leigh Neighbourhood Plan and recognises the considerable effort that has gone into its development. The Plan presents a clear and ambitious vision for the area, and the Council commends all those involved.

However, the Town Council does have some concerns about the potential impact of future development on Witney, particularly in terms of infrastructure. As North Leigh's principal service centre, Witney already faces pressure on key services. It is therefore important that any additional development, especially on the edges of existing settlements, considers the cumulative impact on transport, healthcare, education, and other essential services relied upon by residents of both communities.

The Council also notes that local government structures are expected to change significantly in the coming years, with Local Government Reorganisation (LGR) anticipated in 2027–28, alongside possible governance reviews. These changes may affect how services are delivered and how strategic planning is coordinated. As such, it is important that the Neighbourhood Plan remains flexible enough to adapt to this evolving landscape.

Overall, Witney Town Council is supportive of the North Leigh Neighbourhood Plan and its objectives. This support is, however, subject to the need for careful consideration of cross-boundary impacts, particularly in relation to infrastructure and service provision, and for continued dialogue to ensure alignment with wider strategic planning priorities.

P217 STREET TRADING CONSENT - ALI'S TORNADO CHIPS

The Committee received and considered an application for street trading consent from Ali's Tornado Chips.

Concerns were raised as to the effect that the issuing of the consent would have on the established trader(s) in the immediate area it was agreed that any response should reflect this.

It was therefore agreed that the following response be submitted:

Witney Town Council has no objection to the application however ask that the existing vendors that use trade in this location are considered in any decision making.

Resolved:

That, the above response be forwarded to the licencing team at West Oxfordshire District Council.

The meeting closed at: 6.29 pm

Chair

planning grounds. However, the Council notes that the proposed development would result in a reduction in permeable surface area, which may increase surface water run-off and the risk of flooding in the locality.

The Town Council encourages the incorporation of appropriate mitigation measures to manage surface water sustainably. Such measures should aim to reduce both the rate and volume of run-off and should accord with Policy EH7 (Flood Risk) of the West Oxfordshire Local Plan 2031, as well as the National Planning Policy Framework (NPPF) (Paragraphs 159–169), which seeks to ensure that development does not increase flood risk elsewhere.

The Town Council therefore requests that permeable surfacing, soakaways, rainwater attenuation, or other sustainable drainage system (SuDS) features are considered, where feasible, to mitigate surface water impacts and ensure compliance with both local and national policy objectives.

215- 6	26/042	Plot Ref :-26/00682/S73	Type :-	VARIATION
	Applicant Name :-	.	Date Received :-	01/04/2026
	Location :-	Mulberry House 9 Church Green	Date Returned :-	22/04/2026
	Proposal :	Variation of condition 4 (to allow bird and bat boxes to be attached to the fabric of the wall and be surrounded by stone slips, giving them a 60mm ingress into the external face of the wall) and discharge of condition 5 (landscaping details) of planning permission 23/03353/FUL. (Retrospective).		
	Observations :	Witney Town Council has no objections regarding this application.		

215- 7	26/043	Plot Ref :-26/00712/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	.	Date Received :-	01/04/2026
	Location :-	48 Winfield Drive	Date Returned :-	22/04/2026
	Proposal :	Conversion of existing integral garage to create additional living space.		
	Observations :	Witney Town Council has no objections regarding this application.		

215- 8	26/044	Plot Ref :-6/00757/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	.	Date Received :-	02/04/2026
	Location :-	2 Willowbank	Date Returned :-	22/04/2026
	Proposal :	Addition of windows to the side elevation		
	Observations :	Witney Town Council has no objections regarding this application.		

215- 9	26/045	Plot Ref :-26/00789/HHD	Type :-	HOUSEHOLDE
	Applicant Name :-	.	Date Received :-	14/04/2026
	Location :-	31 Sherbourne Road	Date Returned :-	22/04/2026
	Proposal :	Internal and external alterations to change ground floor and first floor layouts to include insertion of ground floor window in side elevation and ground floor window to serve new kitchen with external timber cladding (both to front elevation). Removal of existing garden walling to create new vehicular access together with the replacement of existing shingle parking space with permeable concrete block paving.		
	Observations :	Witney Town Council has no objections regarding this application.		

215- 10 26/046

Plot Ref :-26/00776/S73

Type :- VARIATION

Applicant Name :- .

Date Received :- 14/04/2026

Location :- Scrap Yard Rear Of 58 West End

Date Returned :- 22/04/2026

Proposal : Variation of condition 2 of planning permission 23/02730/FUL to allow changes to internal layout (Plots 1 - 5), reconfiguration of garden boundaries (Plots 6 - 9) and changes to parking layout.

Observations : Witney Town Council has no objections regarding this application.

The Meeting closed at : 6:29pm

Signed : _____

Chairman

Date: _____

On behalf of :-

Witney Town Council