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PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 15 September 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 Treloar R Smith
Officers:	Adam Clapton Derek Mackenzie Janine Sparrowhawk	Deputy Town Clerk Senior Administrative Officer & Committee Clerk Administration Asst - Communities & Planning
Others:	None.	

P440 APOLOGIES FOR ABSENCE

No apologies for absence were received.

P441 DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

P442 PUBLIC PARTICIPATION

There was no public participation.

Cllr D Temple joined the meeting at 6:07pm from Application number 26/01995/LBC

P443 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.

P444 NOTIFICATION OF PLANNING APPEAL - 2 VINER CLOSE, WITNEY

The Committee received notification of Planning Appeal 26/00025/APPEAL in respect of 2 Viner Close, Witney.

Resolved:

That the notification of the Planning Appeal be noted.

P445 **APPLICATION FOR RENEWAL OF PAVEMENT LICENCE - HUFFKINS, 35 HIGH STREET**

The Committee received and considered an application for a pavement licence for Huffkins, 35 High Street, Witney.

Resolved:

That, a no objection response was forwarded to the licencing team at West Oxfordshire District Council.

P446 **OCC CONSULTATION - WITAN WAY ZEBRA CROSSING**

The Committee received details of a consultation from Oxfordshire County Council concerning the installation of a Zebra Crossing at Witan Way.

Members strongly welcomed the proposed zebra crossing, highlighting longstanding road safety concerns at the location, particularly for schoolchildren, pedestrians and users travelling between Station Lane and surrounding residential and commercial areas.

The following response was agreed:

Witney Town Council strongly supports the proposed zebra crossing and welcomes its installation. Members consider this to be a long-awaited improvement that will provide a safer and more convenient crossing point for pedestrians.

The Members believe the proposal will significantly enhance road safety by improving pedestrian visibility and providing a dedicated crossing point at a location with high levels of pedestrian movement. Members particularly welcome the crossing's proximity to the nearby supermarket, business premises and industrial units, which generate regular pedestrian activity throughout the day.

The crossing will improve access for employees, customers, residents, schoolchildren, older people and those with mobility impairments, making it easier and safer to travel between these destinations on foot. Members also consider that the scheme will encourage active travel and support sustainable transport options within the town.

Overall, Witney Town Council fully supports the proposal and welcomes its implementation as a positive and much needed measure to improve pedestrian safety, accessibility and connectivity for all road users.

Resolved:

That, the above response be submitted to Oxfordshire Country Council for consideration.

Cllr D Temple left the meeting at 6:22pm

P447 **WEST OXFORDSHIRE DRAFT LOCAL PLAN 2043**

Members received notification of consultation on the draft Local Plan 2043 and noted that a formal response was required by 9 October 2026.

Discussion included the supporting Infrastructure Delivery Plan and whether sufficient infrastructure detail was available to inform consideration of the draft Plan. A Member highlighted the importance of ensuring that proposals relating to youth provision and enhanced sport and leisure facilities were appropriately reflected within the Witney-specific sections of the Plan.

Concerns were raised regarding terminology used within the draft document, including references to a "Northern Distributor Road", and it was considered important that such infrastructure terminology is clearly defined. Members further discussed the strategic transport requirements associated with future growth and expressed the view that, should a second river crossing not be delivered, there were questions as to whether elements of the Plan could be considered sound, noting that soundness was a key consideration identified within the District Council's consultation guidance.

It was agreed that Members would review the draft Plan in detail ahead of the Committee's next meeting on 6 October 2026, when a formal response would be formulated. The Committee Clerk invited Members to submit comments and observations to officers in advance of that meeting to enable a robust draft response to be prepared for consideration by the Committee.

Resolved:

1. That, the Committee welcomes the receipt of the draft West Oxfordshire Local Plan 2043 and;
2. That, Members review the details of the plan and;
3. That, the Committee formulate their response to the consultation at its meeting on 6 October 2026.

P448 **MINOR VARIATION - NEWSLINK, CORN STREET, WITNEY**

At the express permission of the Chair, and given the short statutory timescale for Witney Town Council to respond, the Committee received the Application for Minor Variation from NewsLink, Corn Street, Witney under the Licensing Act 2003.

Members concluded that the changes appeared minor in nature. No concerns were raised regarding the licensing objectives.

Members did, however, note that the submitted licence plan appeared not to include certain storage areas and ask that Officers query whether any alcohol storage associated with the premises should be reflected within the licensed area.

Resolved:

That, a no objection response be forwarded to the licensing team at West Oxfordshire District Council.

The meeting closed at: 6.41 pm

Chair

Observations : Witney Town Council has no objection to this application.

443- 6	26/117	Plot Ref :-26/01995/LBC	Type :-	LISTED BUI
	Applicant Name :- .		Date Received :-	28/08/2026
	Location :- 18 Woodford Mill Witney		Date Returned :-	16/09/2026
	Proposal : Replacement of existing timber windows with Rationel FORMAPLUS aluminium-clad timber windows			
	Observations : Witney Town Council has no objection to this application. Members welcome the retention of the building's heritage features while improving the thermal efficiency of the windows. Members also recognise the increased longevity of the windows, which contribute to the overall sustainability of the building.			

443- 7	26/118	Plot Ref :-26/02042/LBC	Type :-	LISTED BUI
	Applicant Name :-		Date Received :-	01/09/2026
	Location :- 6 Station Lane Witney		Date Returned :-	16/09/2026
	Proposal :	Internal alterations to install a toilet into first floor bedroom		
	Observations :	Witney Town Council has no objection to this application. Members welcome the improvements to the living accommodation of this Almshouse.		

443- 8	26/119	Plot Ref :-26/00776/S73	Type :-	VARIATION
	Applicant Name :- .		Date Received :-	07/09/2026
	Location :- Scrap Yard Rear of 58 West End West End Witney		Date Returned :-	21/09/2026
	Proposal : Variation of conditions 1, 6 (cycle parking details), 17 (drainage) and 18 (surface water drainage scheme) of planning permission 26/00478/S73 to allow changes to internal layout (Plots 1 - 5), reconfiguration of garden boundaries (Plots 6 - 9) and changes to parking layout. External alterations to windows, doors and external amenity space of plot 5 (amended description and plans)			
	Observations : Witney Town Council has no objection to this application.			

On behalf of :- **Witney Town Council**