



**OXFORDSHIRE
COUNTY COUNCIL**

Date:
OCC ref: R3.0130/26

Mrs Groth
Witney Town Council
Town Hall
Market Square
Witney
OX28 6AG

Economy and Place
County Hall
New Road
Oxford
OX1 1ND

Jason Sherwood
Head of Regulatory Planning and
Enforcement

Dear Mrs Groth

Planning application by Oxfordshire County Council, for planning permission: **Change of Use from C2 Use Class (residential institution) to 2no 1bed flats with shared care provision (Sui Generis) at April Cottage Ducklington Lane Witney Oxfordshire OX28 4TJ.**

The above application has been submitted to this council for determination.

You can view the application and comment online through the link below, using ref **R3.0130/26.**

Please note that the below link is unique to you and therefore should not be shared with anyone else. Members of the public are able to make comments on the application via the council's planning applications website as set out in the county council's publicity for the application.

I should be grateful for any observations you may wish to make on the application by 19 November 2026 you can comment online using the above link and reference. If you require more time, please contact me as soon as possible.

The application may be considered by the Planning and Regulation Committee if there are objections to it. However, if there are no objections or none that cannot be overcome the application may be delegated to the Head of Strategic Planning for decision.

I will notify you of the decision in due course. Details will be available online at the above link.

NOTE Consideration of the development may take place in public and representations may be published. The proposal may be considered by the Council's Planning & Regulation Committee (Only comments relating to planning issues will be taken into account when reaching a decision).

The Town and Country Planning Act 1990 as amended requires the determination of planning applications to be a public process. The Council will make information submitted in relation to planning applications available for public inspection and so it is not possible to

take into account in the determination of the application any comments which are submitted confidentially. If you wish to submit any comments regarding this application, your comments as well as your name and postal address may be disclosed to third parties including those who have submitted the planning application.

Oxfordshire County Council is a data controller for the purposes of the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council dated 27th April 2016). For more details on how the Council will handle your personal information, please use the link below to access our Privacy Notice. Hard copies of this can also be provided on request:

www.oxfordshire.gov.uk/privacynoticedocument

Yours sincerely,

Joshua Ogunleye

Joshua Ogunleye
Planning Officer

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www.oxfordshire.gov.uk