

**CLIMATE, BIODIVERSITY & PLANNING ADVISORY COMMITTEE MEETING OF THE  
WITNEY TOWN COUNCIL**

**Held on Tuesday, 18 May 2021**

**At 6.00 pm in the Virtual Meeting Room via Zoom**

**Present:**

Councillor R Smith (Chair)

Councillors:	A Prosser J Aitman O Collins L Duncan	V Gwatkin M Jones A McMahan
Officers:	Adam Clapton Claire Green	Deputy Town Clerk Administration Support - Planning & Stronger Communities
Others:	no members of the public.	

As there was no legislation in place for the Town Council to hold virtual meetings, and because of the ongoing Covid-19 Pandemic, the Parks & Recreation Committee formed virtually as an Advisory Committee. Any recommendations outside of the current work's programme, budget or policy would require ratification at the Full Council meeting held on 28<sup>th</sup> June 2021.

**P253 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**P254 DECLARATIONS OF INTEREST**

There were no Declarations of Interest from Members.

**P255 ELECTION OF VICE-CHAIR**

The Chair called for nominations for the position of Vice-Chair of the Committee.

It was proposed and seconded that Cllr Andrew Prosser be elected Vice-Chair. There being no other nominations it was:

**Resolved:**

That, Councillor Andrew Prosser be elected Vice-Chair of the Committee for the 2021/2022 municipal year.

**P256 PUBLIC PARTICIPATION**

There was no public participation.

P257 **WITNEY TRAFFIC ADVISORY COMMITTEE MINUTES**

The Committee received the minutes of the Witney Traffic Advisory Committee meeting held on 23 March 2021.

**RESOLVED:**

That the minutes of the Witney Traffic advisory Committee meeting held on 23<sup>rd</sup> March 2021 be noted.

P258 **PLANNING APPLICATIONS**

The Committee received and considered a schedule of planning applications received from West Oxfordshire District Council.

**RESOLVED:**

That the comments, as per the attached schedule, be forwarded to West Oxfordshire District Council.

P259 **LICENSING APPLICATION W/21/00258/PRMA - BAR IN THE BOX, 12 STANLEY COURT, RICHARD JONES ROAD, WITNEY**

The Committee received and considered an application for a premises licence at 12 Stanley Court, Richard Jones Road, Witney.

In considering the application the committee expressed the view that the application form was unclear in respect of the business model proposed, hours that alcohol would be available and lack of clarity around local deliveries.

The Committee suggested that this should be communicated to the District Council and that concerns around when alcohol would be available and age verification should be raised for consideration.

At the suggestion of officers it was agreed that contact should be made with West Oxfordshire District Council to see if the relevant officers could provide some information about the licensing process and issues that can be considered by the licensing authority.

**Resolved:**

The Committee, having considered the application, were unable to make an informed decision as the information contained in the application form did not fully explain the extent of the application.

The Committee raised a number of concerns or points of clarification as follows:

- A) Does the retailer website require age verification to enter the website?
- B) That the licensed hours may include late night deliveries, members were unclear what the timings of doorstep deliveries could be and if this was uncontrolled could be potentially disruptive. The form does not make it clear whether deliveries will be via

a national daytime type of courier or is this a Deliveroo style 'anytime of night' local service. The Committee requests that the licensing authority takes the nature of the service and operating hours into account when considering appropriate conditions for a licence; and

- C) Under section 18 of the form, point 'e', it states 'Children under the age of 16 will not have access to the premises without adult supervision'. Members questioned whether this should be that anybody under the age of 18 should not have access to the premises.

**P260 PLANNING APPEAL - APP/D3125/D/21/3269962 - 85 BARRINGTON CLOSE, WITNEY**

Notification of a planning appeal at 85 Barrington Close, Witney was received.

**Resolved:**

That the planning appeal notification for 85 Barrington Close, Witney be noted.

**P261 SALT CROSS GARDEN VILLAGE AREA ACTION PLAN EXAMINATION**

The Committee received notification from West Oxfordshire District Council on the Salt Cross Garden Village Area Action Plan (AAP) Examination.

Members noted that the deadline for addressing the Inspector had passed but there was still an opportunity to make a written submission. It was clarified that any input had to reflect anything that had been previously submitted.

The Committee considered that transport issues such as improvements to the A40, protection of a rail corridor and improvements at Hanborough Station were important. In addition, the changes in political control at Oxfordshire County Council needed to be borne in mind and as the new Transport Portfolio Holder was a Witney Councillor then contact should be made with them.

After further discussion it was agreed that the Chair and Vice Chair, in consultation with Officers, be delegated to consider what further written representations, if any, should be submitted to the inquiry by the deadline.

**Resolved:**

That, delegation be given to the Chair and Vice-Chair of the Committee, in consultation with officers, to consider if the Town Council wishes to make any further written submissions to the Salt Cross Garden Village Area Action Plan (AAP) Examination.

**P262 OXFORDSHIRE PLAN 2050**

The Committee received a copy of the response submitted by the Campaign to Protect Rural England (CPRE) to the Oxfordshire Plan 2050.

**Resolved:**

That, the response by the Campaign to Protect Rural England (CPRE) on The Oxfordshire Plan 2050 be noted.

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The meeting closed at: 7.30 pm

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Chair