

Thursday, 27 February 2025

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LOWLANDS AREA PLANNING SUB-COMMITTEE

You are summoned to a meeting of the Lowlands Area Planning Sub-Committee which will be held in Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Monday, 10 March 2025 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Lowlands Area Planning Sub-Committee

Councillors: Michael Brooker (Chair), Andy Goodwin (Vice-Chair), Julian Cooper, Steve Cosier, Rachel Crouch, Phil Godfrey, Nick Leverton, Andrew Lyon, Michele Mead, David Melvin, Andrew Prosser, Sarah Veasey, Adrian Walsh and Alistair Wray

Recording of Proceedings – The law allows the public proceedings of Council, Executive, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Apologies for Absence**
To receive any apologies for absence from members of Sub-Committee. The quorum for the Sub-Committee is 4 members.
2. **Declarations of Interest**
To receive any declarations of interest from members of the Sub-Committee on any items to be considered at the meeting.
3. **Minutes of Previous Meeting (Pages 5 - 8)**
To approve the minutes of the previous meeting, held on Monday 10 February 2025.
4. **Applications for Development (Pages 9 - 50)**
Purpose:
To consider applications for development, details of which are set out in the attached schedule.

Recommendation:

That the applications be determined in accordance with the recommendations of the Head of Planning.

Pages	Application No.	Address	Planning Officer
11-23	24/02033/FUL	Bridge House, Bridge Street, Shilton	James Nelson
24-34	24/02926/FUL	Clanfield Tavern, Clanfield	Curtis Badley
35-40	24/ 02927/LBC	Clanfield Tavern, Clanfield	Curtis Badley
41-49	24/03162/FUL	9 Milestone Road, Carterton	James Nelson

- 4.1 24/02033/FUL Bridge House, Bridge Street, Shilton
- 4.2 24/02926/FUL Clanfield Tavern, Clanfield
- 4.3 24/02927/FUL Clanfield Tavern, Clanfield
- 4.4 24/03162/FUL 9 Milestone Road, Carterton

5. **Applications Determined under Delegated Powers (Pages 51 - 60)**

Purpose:

To inform the Sub-Committee of applications determined under delegated powers.

Recommendation:

- I. That the report be noted by the Sub-Committee.

6. **Appeal Decisions (Pages 61 - 62)**

Purpose:

To inform the Sub-Committee of any appeal decisions.

Recommendation:

- I. That the report be noted by the Sub-Committee.

(END)

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WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of the meeting of the

Lowlands Area Planning Sub-Committee

Held in the Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB
at 2.00 pm on **Monday, 10 February 2025**

PRESENT

Councillors: Michael Brooker (Chair), Andy Goodwin (Vice-Chair), Julian Cooper, Rachel Crouch, Dan Levy, Michele Mead, David Melvin, Andrew Prosser, Sarah Veasey, Adrian Walsh and Alistair Wray

Officers: James Nelson (Principal Planner), Kelly Murray (Principal Planner for Enforcement and Appeals), Ana Prelici (Senior Democratic Services Officer), Anne Learmonth (Democratic Services Officer), Mathew Taylor (Democratic Services Officer).

Other Councillors in attendance: None.

94 Apologies for Absence

Apologies for absence were received from Councillor Andrew Lyon, Councillor Nick Leverton and Councillor Phil Godfrey.

Councillor Dan Levy substituted for Councillor Phil Godfrey.

95 Declarations of Interest

There were no declarations of interest.

96 Minutes of Previous Meeting

Councillor Sarah Veasey proposed that the minutes of the previous meeting held on Monday 13 January 2025, be agreed by the Sub-Committee as a true and accurate record. This was seconded by Councillor Adrian Walsh, was put to the vote and was agreed unanimously by the Sub-Committee.

The Sub-Committee **Resolved** to:

- I. Agree the minutes of the previous meeting held on Monday 13 January 2025 as a true and accurate record.

97 Applications for Development

98 24/02033/FUL Bridge House, Bridge Street, Shilton

James Nelson, Principal Planner presented the application for proposed photovoltaic solar panel installation comprising 42 panels on the roof of the spa building and 120 ground mounted panels.

The applicant, Mark Smith addressed the Sub-Committee, which raised the following points: clarification that the pool would not be heated by the solar panels, heat pumps were used to heat the pool and the excess power would only be exported during the summer months.

The Principal Planner's presentation addressed the following points:

- The application site was to the east of Bridge House and included a pool house and gym, with a paddock accessed by a gate to the existing field.

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- Bridge House, a Grade II listed building, was situated within the Shilton Conservation Area.
- The Parish Council had objected to the siting of the ground-mounted solar panels on agricultural land.
- The application was in line with local plan policies OS3 and EH6 with a view of supporting renewable or low-carbon energy development and energy efficiency.
- Planting of hedgerows would provide a natural shield, and the solar panels would be largely screened from public view.
- The field could be re-used if the solar panels were removed.
- Given the modest level of heritage harm identified, whilst applying great weight to this harm, the public benefits resulting from the scheme were considered to outweigh the heritage harm.
- The Council's Biodiversity Officer raised a holding objection due to insufficient information received. Further comments would be submitted, and this would be resolved in writing and be agreed with the Chair.
- The Officer recommendation was for provisional approval.

The Chair then invited the Sub-Committee to discuss the application, which raised the following points:

- Members thanked the officer for a comprehensive report.
- Members raised concerns that the solar panels would be placed in Shilton Conservation Area due to the character and appearance of site.
- The National Planning Policy Framework NPPF supported renewable energy however there were concerns raised on heritage impacts and an urbanising effect on the area.
- Members asked whether the installation of other associated equipment, such as battery packs, fences would be included in the application. The Officer confirmed that a new application would have to be submitted to cover these.
- Members asked if part of the application for 42 solar panels on the spa be considered separately. The Officer confirmed that by reducing the number of panels the benefits would be reduced as well.

Councillor Dan Levy proposed to defer the application for a site visit on Monday 10 March at 12pm. This was seconded by the Chair and was put to the vote.

Voting record- 9 for the proposal and 1 vote against. The vote was carried.

99 Applications Determined under Delegated Powers

The report giving details of the applications determined under Delegated Powers was received, explained by the Officers and noted by the Sub-Committee.

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100 Appeal Decisions

The report giving details of the appeals decisions was received, explained by the Officers and noted by the Sub-Committee.

101 Progress on Enforcement Cases

Kelly Murray, Principal Planner (Enforcement and Appeals), introduced the report, which provided an update on progress in respect of priority enforcement investigations.

The Officer explained that a vacancy within the team had been filled which had helped with caseloads and progression of cases.

The Officer explained the numbers of caseloads and what stages various cases were at, however where certain cases were sensitive, such as those going to court, these could not be discussed in full.

Members thanked the Officer and team for all their hard work and detailed report.

The Meeting closed at 2.53pm

CHAIR

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WEST OXFORDSHIRE DISTRICT COUNCIL LOWLANDS AREA PLANNING SUB-COMMITTEE

Date: 10th March 2025

REPORT OF THE HEAD OF PLANNING



Purpose:

To consider applications for development details of which are set out in the following pages.

Recommendations:

To determine the applications in accordance with the recommendations of the Business Manager. The recommendations contained in the following pages are all subject to amendments in the light of observations received between the preparation of the reports etc and the date of the meeting.

List of Background Papers

All documents, including forms, plans, consultations and representations on each application, but excluding any document, which in the opinion of the 'proper officer' discloses exempt information as defined in Section 1001 of the Local Government Act 1972.

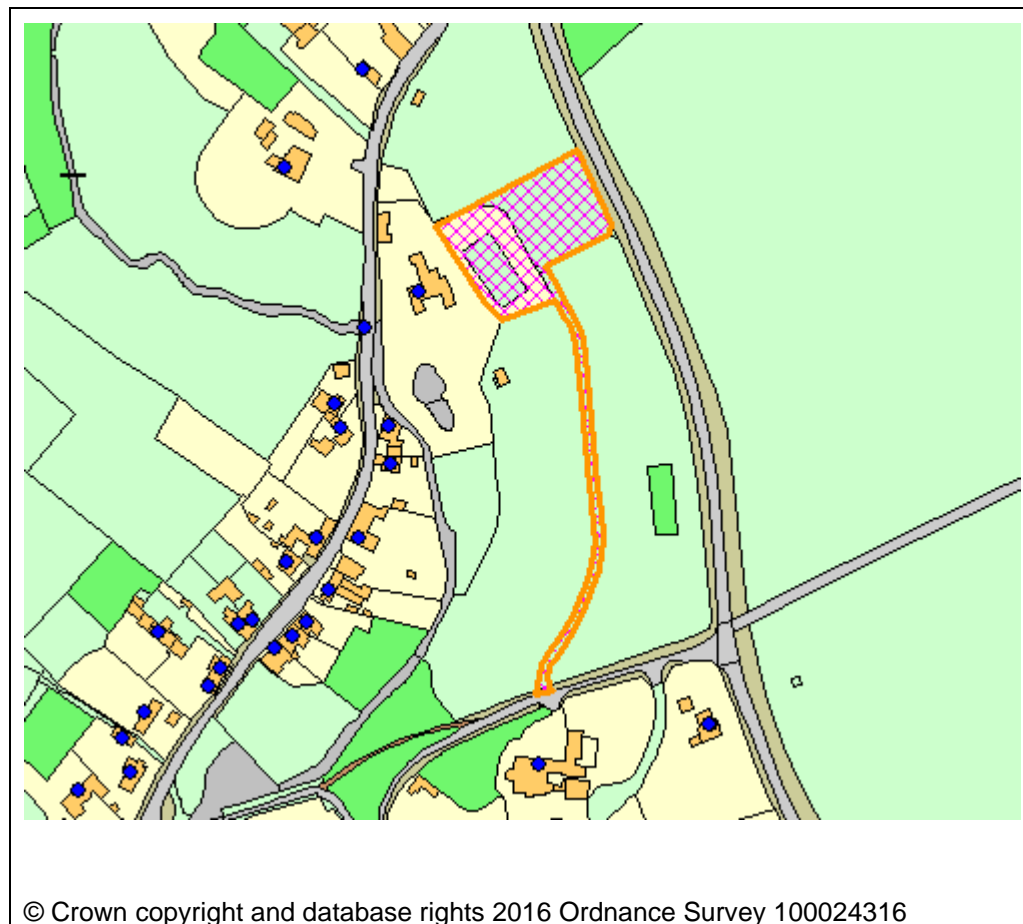
Please note that:

1. Observations received after the reports in this schedule were prepared will be summarised in a document which will be published late on the last working day before the meeting and available at the meeting or from www.westoxon.gov.uk/meetings

Page	Application Number	Address	Officer
11-23	24/02033/FUL	Bridge House Bridge Street	James Nelson
24-34	24/02926/FUL	Clanfield Tavern Bampton Road	Curtis Badley
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41-49	24/03162/FUL	9 Milestone Road Carterton	James Nelson

Application Number	24/02033/FUL
Site Address	Bridge House Bridge Street Shilton Burford Oxfordshire OX18 4AA
Date	26th February 2025
Officer	James Nelson
Officer Recommendations	Provisional Approval
Parish	Shilton Parish Council
Grid Reference	426823 E 208767 N
Committee Date	10th March 2025

Location Map



Application Details:

Proposed photovoltaic solar panel installation comprising 42 panels on the roof of the spa building and 120 ground mounted panels

Applicant Details:

Mr Mark Smith
Bridge House
Bridge Street
Shilton
Burford
Oxfordshire
OX18 4AA

I CONSULTATIONS

District Ecologist	Holding objection due to insufficient information on biodiversity- see website for full comments.
MOD MOD (Brize Norton)	No objection.
Parish Council	<p>The Parish Council object to the application in its current form. We have no objection to the panels proposed on the roof of the existing spa, which is in itself somewhat incongruous in a conservation area, but can see no justification for the proposed ground based panels.</p> <p>The proposed site is within the Shilton Conservation Area and the panels will in no way enhance the local landscape. Our general disposition is to be supportive of green energy initiatives provided they are reasonably unobtrusive. The standard that is applied in the conservation area must be quite high if that designation is have any real meaning. As stated in the Landscape and Visual Appraisal included in the application, the appraisal was carried out during early summer when trees and vegetation on and surrounding the site were leafed out. As everyone in Shilton will be aware, once the leaves fall the spa is clearly visible from the B4020 and the ground based panel will be visible from various points in the neighbourhood for several months of the year.</p> <p>The Shilton Neighbourhood Plan 2018-2031 emphasises that Shilton has retained its meadows that sweep down to the heart of the village in a way that binds the settlement with the surrounding country. Placing 120 solar panel in one of these meadows would be in direct contravention of Policy SH2 of the Neighbourhood Plan.</p> <p>We would point out the neighbourhood area is already providing a large amount of solar electricity from the large sites in Stonelands and Kencot. When both sites were proposed we were assured that extensive plant screening would be undertaken to minimise the visual effects on the local area. In both cases most of the planting has died and the sites are clearly visible from a considerable distance.</p>
Conservation And Design Officer	Although I consider the installation of photovoltaic solar panel installation comprising 42 panels on the roof of the spa building could be supported, however, I consider that 120 ground mounted panels

within historic rural paddocks would be insupportable.

The proposal affects the character and appearance of formerly open paddocks (as shown on 1875 OS maps), and the setting and views out from and into Bridge House a 17th century grade II listed former farmhouse (List Entry Number: 1266165). The proposal would result in the addition of overly modern features (inc. new hedge line) and associated paraphernalia which would negatively alter, urbanise and divide the rural paddocks within the curtilage of Bridge House, as well as negatively affecting the appearance of Shilton Conservation Area.

: I do not think the applicant has adequately assessed the impact; only some views, and mainly from outside the site. The setting and views into and out from of all of the heritage assets should have been assessed as part of this application by a suitably qualified person - aligned with Historic England's criteria for Setting.

There is a reliance on the screening the proposal from public views etc., however, within HE's guidance it states under - Access and Setting: Because the contribution of setting to significance does not depend on public rights or ability to access it, significance is not dependent on numbers of people visiting it; this would downplay such qualitative issues as the importance of quiet and tranquillity as an attribute of setting, constraints on access such as remoteness or challenging terrain, and the importance of the setting to a local community who may be few in number. The potential for appreciation of the asset's significance may increase once it is interpreted or mediated in some way, or if access to currently inaccessible land becomes possible.

The other concern I have relates to splitting off of the paddock - albeit that it is by hedging for screening purposes, it would see the cumulative change and loss to the historic openness of this paddock, harming the character and appearance of the heritage assets as a result of changes to their setting.

Other concerns I have relate to the lack of information / requirement for extra information:

- the heights in section of the solar panels (stated to be 2819cm) can be seen the specification plan, and the location can be seen on the site plan, but it would be useful to see a how the panels would look in the streetscene with/without screening.
- About the paraphernalia for the solar panels: would there be batteries / buildings / structures / security features / fences as well as the panels? This information would be a crucial part of the assessment.

From a conservation point of view, and having visited the site, I consider there is harm to the listed building as a result of the addition

of modern and intrusive features within its setting; altering the historic landscape from a historic paddock with a pleasant rural / pastoral character and appearance to a more urban/ industrial character. Likewise, for the same reasons it harms the character and appearance of the conservation area; also, the panels will be visible from the public footpath.

I consider this harm would be moderate less than substantial harm to the heritage assets as a result to harm to their setting, character and appearance. Therefore, I raise an objection to this application.

With regard to the impact of the proposal on the character and appearance of heritage assets, I consider the application is contrary to legislation, NPPF Section 16 (2024), and LP policies: EH9, EH10, EH11 and EH13.

2 REPRESENTATIONS

2.1 The application has drawn comments from eight third parties. Six in support and two in objection, the material considerations raised are summarised below.

Support Comments

- Large carbon saving through use of panel to heat pool and dwelling and reduction of demand on National Grid;
- Site largely obscured from public view and proposal would result in minimal impact; and
- Proposed planting would soften any views.

Objection Comments

- Harm to character and appearance of the area and rural setting of the village;
- Proposal would be on an industrial scale unnecessary for residential purposes and are out of all proportion in a village location; and
- Panels will not last 30-35 years and should be subject to condition ensuring removal at the end of a fixed period.

3 APPLICANT'S CASE

3.1 The application is supported by a Design and Access Statement, the key points of which are summarised below. Other supporting documentation including Heritage Statement and Landscape and Visual Impact Assessment are available to view on the Council's website.

Design and Access Statement Summary

The site occupies an area of approximately 3.6 hectares and consists of the main dwelling called Bridge House and adjacent garage buildings together with an earth sheltered Spa building which received planning approval in 2019 (ref. 19/02767/HHD) and replaced an existing tennis court.

The site is well screened along the boundary of the B4020 and Bridge Street by extensive hedgerows and mature trees which limit incoming views.

The client seeks permission to install 120 panels as part of a ground mounted array in an area adjacent to their house, together with 42 panels on the flat roof the earth sheltered Spa building to provide renewable sustainable electricity for their residential energy demands.

The ground mounted panels will be installed in an existing low value paddock. The field is well screened with limited views from the surrounding roads or properties. Information regarding any ecological interest within the site has been provided in the Ecology Survey and Biodiversity Net Gain Report.

The ground mounted panels will be further screened from potential incoming views from the north by the installation of a new planted hedge along the length of the proposed installation. The panels will be ground mounted using Park Tegra Ground Anchor support frames.

The contained nature of the site and intervening topography and vegetation effectively reduce the visual impacts of the proposed development to a negligible level in short range views from the village context. Where medium range views are possible from the dwellings to the north on the opposite side of Bridge St, the proposed mitigation planting will effectively screen the development. Distant glimpse views afforded from dwellings on the upper slopes of the Shill Brook valley to the south west are at sufficient distance to render the proposals unremarkable within their context.

The electricity consumption and increased energy costs have motivated the client to investigate options to improve the energy efficiency of their property and associated buildings but there are limited opportunities without disturbing the historic fabric of the building. The client has therefore consulted with a leading solar energy services provider to examine the feasibility of providing a solar panel installation in an area of available and low value land which can be discreetly installed to limit any impacts on the listed building. The proposals will therefore provide a green energy solution which will reduce carbon emissions and energy bills. Solar energy is one of the cleanest and most abundant sources of renewable energy. By harnessing the sun's power, it is possible to lessen the reliance on fossil fuels and reduce the harmful greenhouse gases. This shift to solar energy plays a key role in the fight against climate change and in safeguarding the planet. The property's current electrical use is estimated to be responsible for over 50,000 kg of CO₂ each year by using grid electricity. The solar panels will reduce these emissions by a calculated 70% saving an estimated 37,192 kg of CO₂ emissions each year.

A strategic approach to minimise adverse biodiversity impacts in line with the mitigation hierarchy and biodiversity gain hierarchy has informed the proposals. The panel array is deliberately located to avoid onsite habitats of higher quality. The enhancement of existing onsite habitats has been prioritised. The newly created wildflower area will create a stepping stone site for local pollinators and a resource for seed eating birds. Best practice management of wildflower areas is well understood and with the appropriate seed mix selection is realistically achievable and unlikely to fail. The proposed enhancements deliver a Habitat and Hedgerow unit net gain of 21.84% and 239.09% respectively. The BNG target is thus met.

The number and location of solar panels have been considered to suit the solar orientation and to provide the required energy demands. It is considered that locating solar panels on the roof the listed Bridge House would have too much impact on the heritage asset. The unfavourable orientation and limited roof area also means this is not a feasible option. The proposed location beyond the immediate curtilage and out of site of the Bridge House ensure the proposals will have no adverse impact on the site or surrounding area.

The client has previously submitted a Pre-App to seek out the views of the Local Planning Authority. The response Ref. 24/00078/PREAPP has been fully considered and has helped to inform the subsequent Full Plans application.

The solar panels provide renewable sustainable electricity for the energy demands of the client. The established natural screening along the boundaries ensure the proposals will not affect the local amenity and the environment is not compromised. The solar panels provide renewable sustainable electricity for the energy demands of the client. There is no loss of significance of the setting of any adjacent buildings and any consideration of harm is outweighed by environmental benefits.'

4 PLANNING POLICIES

SHILNP Shilton Neighbourhood Plan

OS1NEW Presumption in favour of sustainable development

OS2NEW Locating development in the right places

OS3NEW Prudent use of natural resources

OS4NEW High quality design

EH2 Landscape character

EH3 Biodiversity and Geodiversity

EH6 Decentralised and renewable or low carbo

EH8 Environmental protection

EH9 Historic environment

EH10 Conservation Areas

EH11 Listed Buildings

EH13 Historic landscape character

DESGUI West Oxfordshire Design Guide

The National Planning Policy framework (NPPF) is also a material planning consideration.

5 PLANNING ASSESSMENT

Background Information

5.1 The application seeks planning permission for the installation of photovoltaic solar panels comprising 42 panels on the roof of the spa building and 120 ground mounted panels at Bridge House, Bridge Street, Shilton. The application has been deferred from last month's meeting to allow for Member site visit.

5.2 The application site is comprised of 0.36ha of land to the west of Bridge House including pool house/gym building consented under application ref. 19/02767/HHD, section of paddock to the west and access via existing field gate to the south.

5.3 The host dwelling is Grade II listed and lies approximately 18m from the pool house/gym building. The site is wholly within the Shilton Conservation Area and is brought before Members due to the objection of Shilton Parish Council to the siting of ground-mounted solar panels on agricultural land.

Relevant Planning History

5.4 Bridge House has been subject to multiple planning applications in recent years, your Officers consider that in this case, the following is most pertinent:

19/02767/HHD- Construction of a new earth-sheltered swimming pool, pool house and gym together with associated landscaping works. Approved Dec 2019.

The Proposal

5.5 The proposed development follows pre-application engagement with officers and involves the siting of 42 roof mounted solar panels on the flat roofed building consented under 19/02767/HHD. To the west, in an area of undeveloped agricultural paddock, three rows (120) of ground mounted panels on A-frame support structures would be installed. The structures would total 2.8m in height and face south. The panels would generate 71.3MWh of electricity annually, providing a total saving of 18 tons of CO2 per year. The scheme also includes proposals to plant additional hedgerow screening to the northern site boundary.

Development Plan

5.6 Section 38 (6) of the Planning and Compulsory Purchase Act 2004 requires applications for planning permission to be determined in accordance with the development plan unless material considerations indicate otherwise. Section 70 (2) of the Town and Country Planning Act 1990 provides that the local planning authority shall have regard to the provisions of the development plan, so far as material to the application, and to any other material considerations. In this case, the development plan is comprised of the West Oxfordshire Local Plan 2031 ('WOLP') and Shilton Neighbourhood Plan ('SNP').

5.7 Taking into account planning policy, other material considerations and the representations of interested parties, officers are of the opinion that the key considerations of the application are:

- The Principle of Development;
- Design, Scale and Form;
- Impact on Heritage Assets;
- Landscape and Visual Impact;
- Residential Amenity; and
- Ecology

The Principle of Development

5.8 In light of Policies OS3 and EH6, Officers are minded to support renewable energy proposals in principle, and recognise the importance that such schemes will play in addressing the climate and ecological emergency. Policy OS3 states that minimising use of non-renewable resources, including land and energy, and maximising opportunities for travel by sustainable means should be considered and the proposed solar panels would comply with this policy. Policy EH6 references that renewable or low-carbon energy development should be located and designed to minimise any adverse impacts, with particular regard to conserving the District's high valued landscape and historic environment.

5.9 Section 14 of the revised NPPF sets out that the need to mitigate and adapt to climate change should also be considered in preparing and assessing planning applications, taking into account the full range of potential climate change impacts (para. 163). Paragraphs 167-168 of the updated NPPF states:

'Local planning authorities should also give significant weight to the need to support energy efficiency and low carbon heating improvements to existing buildings, both domestic and non-domestic (including through installation of heat pumps and solar panels where these do not already benefit

from permitted development rights). Where the proposals would affect conservation areas, listed buildings or other relevant designated heritage assets, local planning authorities should also apply the policies set out in chapter 16 of this Framework.

5.10 When determining planning applications for all forms of renewable and low carbon energy developments and their associated infrastructure, local planning authorities should:

- a) not require applicants to demonstrate the overall need for renewable or low carbon energy, and give significant weight to the benefits associated with renewable and low carbon energy generation and the proposal's contribution to a net zero future;
- b) recognise that small-scale and community-led projects provide a valuable contribution to cutting greenhouse gas emissions'.

5.11 Given the above policy context, the principle of development is considered acceptable subject to consideration of the remaining matters above against the development plan and relevant material considerations.

Design, Scale and Form

5.12 WOLP Policy OS4 states that new development should respect the historic, architectural and landscape character of the locality. Further, the general principles of Policy OS2 require development to be of a proportionate and appropriate scale to its context and form a logical complement to the established pattern and character of the area. Section 12 of the National Planning Policy Framework ('NPPF') reinforces the fundamental nature of good design to sustainable development and states that 'good design is a key aspect of sustainable development' (Para. 131).

5.13 In terms of siting, your officers consider that the siting of solar panels on the roof of the recently constructed flat-roofed pool house/gym represents a logical, proportionate and appropriate location in design terms. The roof mounted panels would be comparable in terms of projection to existing rooflights and set at a pitch of 10 degrees. The ground mounted panels would be sited in relatively close proximity to the buildings they would serve and have been placed in order to avoid encroachment into the steeply sloping northern part of the paddock. The application also includes justification regarding the chosen siting which outlines that the site is optimal in terms of solar orientation and has been chosen to avoid the need to alter the listed building itself and provide visual separation between the panels and main house. In terms of design, the panels are unremarkable in appearance and read as typical of development of this nature. The impact of the proposals upon the character and appearance of the area is fully considered in the next section.

Impact on Heritage Assets

5.14 Given the application site within the CA, officers are required to take account of Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended, which states that, with respect to buildings or other land in a conservation area, special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area.

5.15 Officers consider that the application site is within the setting of the listed host dwelling. Therefore, officers are required to take account of section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended which states that considering development which affects a listed

building, the local planning authority shall have special regard to the desirability of preserving the building or its setting or of any features of special architectural or historic interest which it possesses.

5.16 Section 16 of the NPPF (Conserving and enhancing the historic environment) is also an important material consideration in this assessment and states that in determining applications, LPAs should take account of the desirability of sustaining or enhancing the significance of heritage assets. Paragraph 212 states that when considering the impact of a proposed development on the significance of a designated heritage asset, such as a listed building or conservation area, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification (paragraph 213). Paragraph 215 states that where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal. WOLP Policies EH9, EH10 and EH11 are directly relevant to the application with regard to the impact of the proposal upon designated heritage assets.

Heritage significance of Bridge House and the CA

5.17 Bridge House is a Grade II listed former farmhouse dating to the C17. The building displays a strongly vernacular character and appearance, using steeply pitched roofs, mullioned windows and local stone. Officers therefore consider that its significance is largely drawn from its architectural as well as historic interest. Bridge House contributes to the character and appearance of the CA, which is more broadly characterised by a low-density and organic pattern of development that is defined by the enclosed valley topography. Dry stone walls and the interplay between the settlement and wider agricultural landscape are an important characteristic, as is the consistent use of local stone for walls and roofs.

Contribution of the site to the significance of Bridge House and the CA

5.18 The application site is composed of two distinct main elements, the recently constructed pool/gym building, which replaced a pre-existing tennis court, and undeveloped paddock land. Given that the building is a modern construction, it is not considered to positively contribute to the heritage significance of the listed host dwelling or wider CA. The parcel of undeveloped agricultural land on which the proposed panels would be located forms a relatively small portion of the wider paddock which extends to the north and south and is under common ownership. However, given the historical relationship between the listed host dwelling and surrounding agricultural land, the site is considered to positively contribute in part to its significance through exemplifying this relationship. As set out above, the valley topography in which the village sites has historically contained development, leading to an enclosed character and rural setting. The inclusion of surrounding agricultural land (including the application site) with the CA exemplifies its contribution to the heritage significance of the CA. The site itself is relatively contained in visual terms owing to the topography as well as strong boundary vegetation however, officers consider that the undeveloped portion of the site does provide a positive contribution to the setting of the host dwelling as well as character and appearance of the CA.

Impact of the proposal upon the significance of Bridge House and the CA

5.19 The proposed siting of solar panels on the roof of an existing modern structure is considered to result in a negligible impact upon the heritage significance of the host dwelling and the CA. This is

due to their limited projection above the roof and that they would be read in the context of the existing contemporary building with limited intervisibility with Bridge House.

5.20 The siting of panels in the undeveloped part of the site would result in the partial erosion of the pleasant rural, pastoral landscape setting of the host dwelling and village and the introduction of modern features resulting in a limited urbanising effect. On this basis, the Council's Conservation Officer has stated that the proposal would result in an adverse impact upon identified heritage assets. In terms of the magnitude of harm identified, the ground mounted panels would be visible in middle distance views from the south at the field gate access to the paddock but would be screened in viewed from the B4020 to the north by proposed hedgerow planting and intervening topography. From the road through the village itself, the site is obscured due to the intimate valley bottom setting of the village, which as well as the recently constructed building, limits invisibility with the host dwelling. In addition, officers consider that the panels, whilst significant in scale, would appear as reversible features read in close proximity to existing residential built form and could be conditioned to be removed once their use ceases. Further, the area around the mountings would remain undeveloped land, thereby allowing some appreciation of the pastoral character of the site to remain. On this basis, the proposed development is considered to result in 'less than substantial' harm to the heritage significance of the listed host dwelling by way of adverse impact on its setting as well as to the character and appearance of the CA by virtue of the erosion of the rural and pastoral setting of the village. Officers consider that for the reasons as set out, this harm would fall towards the lower end of less than substantial. Officers have requested additional justification from the applicant in relation to this harm (noting NPPF para. 213) who have set out that the number of panels provided is necessary in order to generate enough electricity to significantly offset the usage of the pool/gym building year-round and surplus electricity would only be generated in summer months.

Heritage balance

5.21 Having identified less than substantial harm to the significance of designated heritage assets, to which great weight must be applied, the balancing exercise set out under Paragraph 215 of the NPPF must be undertaken whereby the public benefits of the scheme are weighed against the heritage harms. In this case, the harm identified is considered to fall towards the lower end of less than substantial in the terms of the NPPF. The public benefits of the scheme are considered to result from the low carbon method of energy generation proposed, resulting in a saving of 18 tons of CO₂ per year compared to the existing situation. Officers apply significant weight to this benefit as set out in NPPF para. 167. In this case and given the modest level of heritage harm identified, whilst applying great weight to this harm, the public benefits resulting from the scheme are considered to outweigh the heritage harm and this heritage balance falls in favour of the application.

Landscape and Visual Impact

5.22 WOLP Policy EH2 deals with landscape character and is also directly relevant in this case. It states:

'The quality, character and distinctiveness of West Oxfordshire's natural environment, including its landscape, cultural and historic value, tranquillity, geology, countryside, soil and biodiversity, will be conserved and enhanced. New development should conserve and, where possible, enhance the intrinsic character, quality and distinctive natural and man-made features of the local landscape, including individual or groups of features and their settings, such as stone walls, trees, hedges, woodlands, rivers, streams and ponds... Proposals which would result in the loss of features, important for their visual, amenity, or historic value will not be permitted unless the loss can be

justified by appropriate mitigation and/or compensatory measures which can be secured to the satisfaction of the Council.'

5.23 The SNP also describes the local landscape character as:

- Shilton is situated on the banks of the Shill Brook, which feeds into the River Thames six miles to the south. The ancient village remains relatively unspoiled as a farming village and most of the settlement has been designated as a Conservation Area.
- Shilton retains the buildings, topography and rural placement of a Cistercian Farming Grange.
- Shilton has retained its meadows that sweep down to the heart of the village in a way that binds the settlement with its surrounding country.

5.24 As set out in the previous section, the proposal would lead to a partial erosion of the rural and pastoral setting of the village through the introduction of solar panels into currently undeveloped paddock land, although would be largely screened by topography and intervening vegetation from outside the site. Given the limited scale and reversibility of the proposed development, as well as proposed landscaping interventions such as structural planting to contextualise and screen the panels in public views from the north and south, which can be secured via condition, officers consider that the landscape and visual effects arising from the proposal would be initially slightly adverse, reducing to negligible with mitigation planting. The application is therefore considered to comply with WOLP Policies OS2 and EH2, as well as the SNP in this regard.

Residential Amenity

5.25 WOLP Policy OS2 states that new development should be compatible with adjoining uses and not have a harmful impact on the amenity of existing occupants. The importance of minimising adverse impacts upon the amenity of future and neighbouring occupiers is reiterated in Policy OS4, the West Oxfordshire Design Guide and the NPPF.

5.26 Officers consider that due to nature of the proposed development, location of the panels and separation distance to neighbouring properties that no significant impact will result upon neighbouring occupiers by way of overlooking, loss of privacy, overbearing, loss of light or other nuisance issues such as glint and glare. In light of this assessment, officers consider that the proposal is acceptable in terms of neighbourly amenity and accords with WOLP Policies OS2 and OS4.

Ecology

5.27 WOLP Policy EH3 seeks to protect and enhance biodiversity in line with Chapter 15 of the NPPF which outlines that the planning system should aim to deliver overall net gains for biodiversity.

5.28 The application is subject to statutory Biodiversity Net Gain ('BNG').

5.29 The submission has been reviewed by the Council's Biodiversity Officer, who has raised a holding objection due to insufficient information on biodiversity, including on BNG related matters. Officers anticipate that the comments can be addressed through the submission of additional information and therefore officers seek provisional approval subject to additional information being received and deemed satisfactory by the Biodiversity Officer, including planning conditions to be attached to the consent as requested by the Biodiversity Officer. A further verbal update will be given at the meeting.

Other Matters

5.30 No material impact with regard to highways, drainage or other planning matters are identified.

Recommendation and Planning Balance

5.31 As set out above, the proposal would result in a low level of less than substantial harm to the significance of designated heritage assets, to which great weight must be applied. Conversely, the scheme would result in public benefits through the low carbon method of energy generation proposed, resulting in a saving of 18 tons of CO₂ per year. As under the initial heritage balance, officers apply significant weight to this benefit.

5.32 Therefore, on balance given the modest level of heritage harm identified, whilst applying great weight to this harm, the public benefits resulting from the scheme are considered to outweigh the heritage harm.

5.33 In light of this assessment, the application is considered to accord with adopted West Oxfordshire Local Plan 2031 Policies OS1, OS2, OS3, OS4, EH2, EH6, EH8, EH9, EH10, EH11 and EH13, the Shilton Neighbourhood Plan 2031, NPPF 2024, the West Oxfordshire Design Guide 2016 and to all the relevant material considerations set out. The application is therefore recommended for provisional approval subject to resolution of ecology and BNG matters with any additional conditions to be agreed in writing with the Chair.

6 CONDITIONS

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the requirements of Section 91 of the Town & Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act, 2004.

2. That the development be carried out in accordance with the approved plans listed below.

REASON: For the avoidance of doubt as to what is permitted.

3. The development shall be constructed with the materials specified in the application.

REASON: To ensure that the development is in keeping with the locality and for the avoidance of doubt as to what is permitted.

4. Hedges shall be planted along the northern and southern boundary of the land before the ground-mounted panels hereby approved are installed in accordance with details that have been submitted to and approved in writing by the Local Planning Authority. The hedges shall thereafter be so tended as to grow to, and to remain at, a height of not less than 4 metres on the northern boundary and 2 metres on the southern boundary.

REASON: To safeguard the character and landscape of the area.

5. Within six months of the cessation of use of the solar panels for electricity generating purposes, the solar panels together with any supporting apparatus, mountings, cabling, foundations and other associated equipment shall be removed from the land and the land shall be restored to a condition matching the surrounding site.

REASON: To protect the character and appearance of the area.

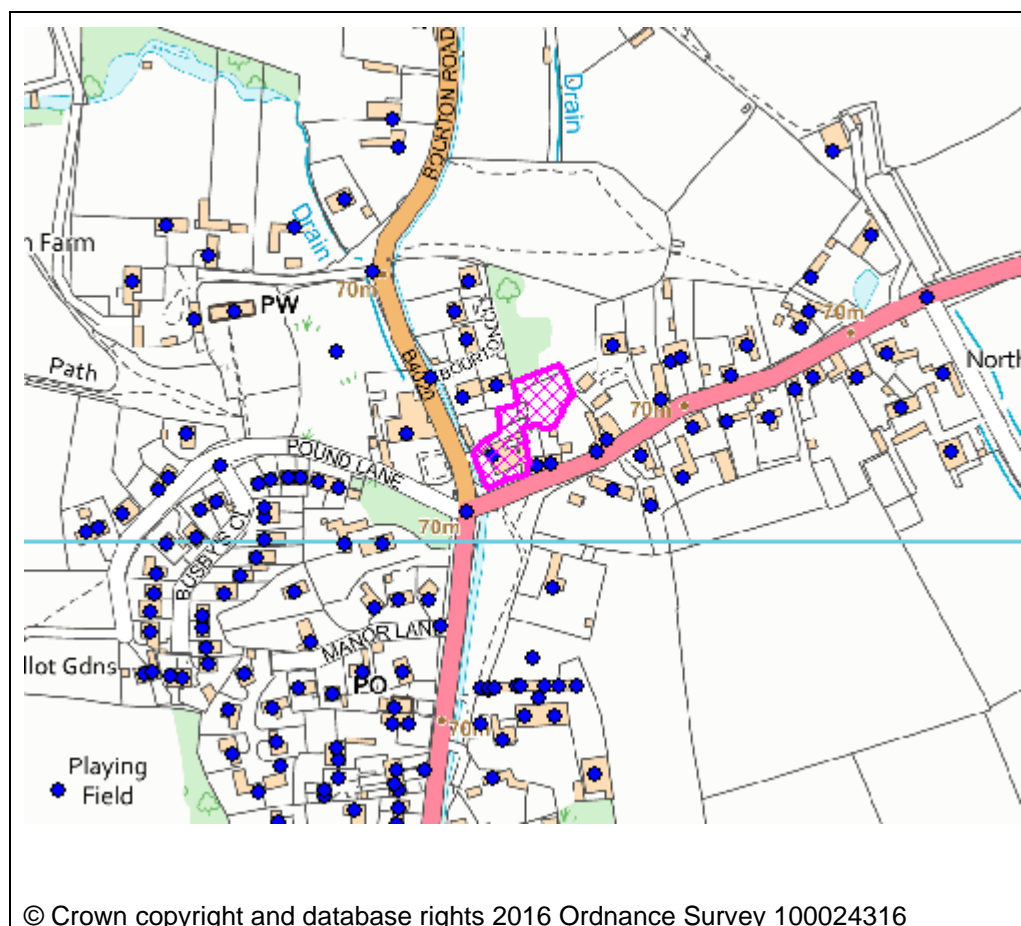
Contact Officer: James Nelson

Telephone Number: 01993 861712

Date: 26th February 2025

Application Number	24/02926/FUL
Site Address	Clanfield Tavern Bampton Road Clanfield Bampton Oxfordshire OX18 2RG
Date	26th February 2025
Officer	Curtis Badley
Officer Recommendations	Approve
Parish	Clanfield Parish Council
Grid Reference	428516 E 202057 N
Committee Date	10th March 2025

Location Map



Application Details:

Conversion of ancillary accommodation to pub letting bedrooms, formation of a first floor fire exit along with erection of an external fire staircase, a new structural opening within an existing garden wall and installation of a roof light.

Applicant Details:
Mrs Georgina Pearman
Clanfield Tavern
Bampton Road
Clanfield
Bampton
Oxfordshire
OX18 2RG

I CONSULTATIONS

OCC Highways

OCC Highways Recommendations
Oxfordshire County Council, as the Local Highways Authority, hereby notify the District Planning Authority that they do not object to the granting of planning permission

Conditions

- none

Comments

The proposal, if permitted, will not have a significant detrimental impact (in terms of highway safety) on the adjacent highway network

Env Health Noise And Amenity

Edward Vandyck, SEHO I note that there is no air handling / Air Source Heat Pump (s) indicated in the application. At this location, any external plant is likely to require a noise assessment by a suitably qualified person.

No objection to proposal but I would ask for the following conditions to be attached to any consent granted:

1. Hours of work in connection with the application be limited to 08:00-18:00 Monday to Friday, 08:00-13:00 on Saturday with no working on Sunday or Bank/Public Holidays.
2. Prior to the commencement of any works the applicant shall submit to, and have approved by, the Local Planning Authority a short Construction Management Plan (CMP). The plan shall include, but not be limited to, details on how noise dust and vibration are to be controlled and minimised along with details of delivery times and material storage, contractor parking and welfare facilities and waste and recycling management.

Reason: To protect the amenity of the neighbourhood.

Environment Agency

Environment Agency The Environmental Permitting (England and Wales) Regulations 2016 require a permit or exemption to be obtained for any activities which will take place:

- on or within 8 metres of a main river (16 metres if tidal)
- on or within 8 metres of a flood defence structure or culverted main river (16 metres if tidal)
- on or within 16 metres of a sea defence
- involving quarrying or excavation within 16 metres of any main river, flood defence (including a remote defence) or culvert
- in a floodplain more than 8 metres from the river bank, culvert or flood defence structure (16 metres if it's a tidal main river) and you don't already have planning permission

For further guidance please visit <https://www.gov.uk/guidance/flood-risk-activitiesenvironmental-permits> or contact our National Customer Contact Centre on 03708 506506 (Monday to Friday, 8am to 6pm) or by emailing enquiries@environmentagency.gov.uk

Parish Council

Clanfield Parish Council **OBJECTION** on the grounds that this application does not include any extra parking provision. It is noted that the current carpark is already at full capacity.

2 REPRESENTATIONS

2.1 Four letters of representation have been received in objection to the proposed development. A full version of representations made is available on the Council's website which are summarised as follows:

- Additional parking pressures upon the locality and village
- Additional traffic pressures created by parking
- Lack of sustainable transport options
- Overdevelopment of village pub
- Development not in the interest of village life
- Internal layout of proposed bedrooms and access
- Combination of letting rooms within the locality which is out of proportion with resident population
- Lack of local amenities
- Overlooking impact from proposed fire escape

3 APPLICANT'S CASE

3.1 A Design and Access Statement and a separate Heritage Statement have been submitted as part of the planning application submission. A full version of both statements is available on the Council's website.

3.2 The Design and Access Statement is concluded as follows: "The proposed change of use of the upper floors at The Mason Arms, along with the introduction of a new external fire exit, will provide modern guest accommodation in a building of historical significance. The design has been carefully developed to ensure that the property retains its character while providing a safe, accessible, and sustainable environment for future users. We believe the proposal will enhance the building's long-term viability and contribute positively to the local community and economy.

We respectfully request approval of this application."

3.3 The Heritage Statement is concluded as follows: "The proposed works at The Mason Arms are sympathetic to the building's historical and architectural significance. For the reasons set out in the body of this report, the proposed alterations are compatible with the 'special interest' and character of The Clanfield Tavern. The intention is to preserve and enhance the building's heritage & importantly the building will be provided with a sustainable use ensuring that it remains functional & accessible for future generations that is consistent with its character and fabric as a Grade II listed building.

It will provide a high quality pub which will benefit the building, and surrounding areas generally.

The works will not adversely affect the character or appearance of the Grade II listed building, and we respectfully request Listed Building Consent for the proposed alterations, which have been carefully designed to safeguard the building's integrity and heritage value.

Proposal improves the overall functionality. While the works will have some impact on historic fabric, it is considered that this is of an acceptable degree and that a balance has been achieved between impact and the benefits of securing an appropriate long-term and sustainable use for the listed building."

4 PLANNING POLICIES

Adopted West Oxfordshire Local Plan 2031 Policies: OS2, OS4, EH3, EH7, EH9, EH11, EH12, E3, E4 and E5

Planning (Listed Buildings and Conservation Areas) Act 1990

West Oxfordshire Design Guide 2016

The National Planning Policy framework (NPPF) is also a material planning consideration.

5 PLANNING ASSESSMENT

5.1 BACKGROUND INFORMATION

5.1.1 The application is to be heard before the Lowlands Planning Sub-Committee as the Clanfield Parish Council have submitted a representation in objection to the proposed development, in contrast to the Officers recommendation of approval.

5.1.2 The Clanfield Parish Council are received as follows: "OBJECTION on the grounds that this application does not include any extra parking provision. It is noted that the current carpark is already at full capacity".

5.1.3 The proposal seeks consent for the change of use of the first and second floor ancillary accommodation to pub letting bedrooms, the formation of a first-floor fire exit along with erection of an external fire staircase, a new structural opening within an existing garden wall and the installation of a roof light.

5.1.4 The application site relates to The Mason's Arms (formerly known as Clanfield Tavern) is a public house located on the junction of Bampton Road and Bourton Road in Clanfield. The property is a Grade II listed building (entry number: 1053426 - Listing Name: Clanfield Tavern) and consists of an

existing pub with rooms above which was built in the mid to late 17th century with later additions. The two-storey building with an attic is constructed in uncoursed limestone rubble with a stone slate roof. Vehicle access is available to the Northern side of the building leading to the gravelled car park to the rear.

5.1.5 The site does not fall within a Conservation Area, is located within Flood Zone I and does not fall within any areas of special designated control.

5.1.6 Relevant planning history:

- Associated Listed Building Consent (24/02927/LBC) - Currently under consideration Internal and external alterations to include changes to all floor layouts, formation of a new opening on first floor for fire exit and erection of external fire staircase. Internal works to include refurbishment works throughout along with formation of a plant room above existing toilets on ground floor with ceiling hatch access from comms room, conversion of ground floor store room to bedroom with en suite, remedial works to stair case. External works to include a new structural opening within an existing garden wall and installation of a roof light.
- 24/01239/LBC (Approved - 09.08.2024) - External alterations to install replacement externally illuminated main front and gable signage, non illuminated amenity boards on front and side elevations and the car park post sign along with the replacement of double sided hanging panel to existing post (illuminated by linolites) and erection of replacement internally illuminated menu case on front elevation.
- 24/01251/ADV (Approved - 09.08.2024) - External alterations to repaint and change name to the Masons Arms of existing externally illuminated main front and gable signage, non illuminated amenity boards on front and side elevations, the car park post sign along with the replacement of double sided hanging panel to existing post (illuminated by linolites) and renew internally illuminated menu case on front elevation in aged bronze.
- 24/01549/LBC (Approved - 09.08.2024) - (Amended Description) Internal and external alterations to include renewing bar/still room, panelling, form/alter window seats, new flooring to customer area, formation of under stair cupboard, add lime plaster to modern walls and replace modern stone with Indian sandstone.

5.1.7 Taking into account planning policy, other material considerations and the representations of interested parties your Officers are of the opinion that the key considerations of the application are:

- The Principle of Development;
- Heritage Assets and Design;
- Ecology and Biodiversity;
- Highways;
- Neighbouring amenity;

5.2 PRINCIPLE OF DEVELOPMENT

5.2.1 Section 38 (6) of the Planning and Compulsory Purchase Act 2004 requires applications for planning permission to be determined in accordance with the development plan unless material considerations indicate otherwise. Section 70 (2) of the Town and Country Planning Act 1990

provides that the local planning authority shall have regard to the provisions of the development plan, so far as material to the application, and to any other material considerations. In the case of West Oxfordshire, the Development Plan is the Local Plan 2031 adopted in September 2018.

5.2.2 The development relates to the change of use of the ancillary accommodation to pub letting bedrooms, including internal alterations and the formation of a first floor fire exit along with erection of an external fire staircase to the rear of the building. The proposals also seek a new structural opening within an existing garden wall and the installation of a roof light. The proposed change of use is supported in principle by policy E3 of the Local Plan which supports the re-use of traditional buildings for employment, tourism and community uses to support the rural economy where the following criteria are met:

- the existing form and design of the building(s) positively contribute to the character of the area; and
- the building(s) are capable of conversion to the proposed use without necessitating alteration(s) or extension(s) which would harm the form of the original building and without removing features of historic, architectural or nature conservation interest; and
- the building(s) are suitably located for the scale and type of the proposed use, having regard to the level of accessibility to settlements, facilities and services and impact on the character and amenity of the area.

5.2.3 The proposed change of use is also supported by policy E4 of the Local Plan which utilises and enriches the natural and built environment and existing attractions of West Oxfordshire to the benefit of visitors and local communities. Policy OS2 of the Local Plan also regards proposals to support the effectiveness of existing businesses and sustainable tourism as appropriate.

5.2.4 The proposed change of use is also supported by policy E5 of the Local Plan which sets out that the Council will support the development and retention of local services and community facilities to meet local needs and to promote social wellbeing, interests, interaction and healthy inclusive communities. The existing ground floor public house is being retained as part of the proposals with the first and second floors above being developed to support and positively contribute to this existing use to the benefit of the local community and economy.

5.2.5 In terms of other material considerations, policy OS2 of the Local Plan states that all development should form a logical compliment to the existing character of the area, conserve and enhance the historic and natural environment and not have a harmful impact on the amenity of existing occupants. Therefore, the development can be considered acceptable subject to meeting these requirements. Each is assessed in turn below.

5.3 HERITAGE ASSETS AND DESIGN

5.3.1 Your Officers are required to take account of section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended which states that in considering whether to grant planning permission for any works the local planning authority shall have special regard to the desirability of preserving the building, its setting and any features of special architectural or historic interest which it possesses. This is reflected in policy EH11 of the Local Plan.

5.3.2 Policy OS4 also refers to high quality design where buildings and features of historic significance should be conserved or enhanced and new development should demonstrate high quality design by having regard to design advice in the West Oxfordshire Design Guide. Policy EH9 considers the

historic environment more broadly and the tests for determining proposals that will or have the potential to affect heritage assets. This is reflected in section 16 'Conserving and enhancing the historic environment' of the National Planning Policy Framework (NPPF).

- 5.3.3 In terms of impact on the listed building and its setting, a Heritage Statement has been submitted which states that the property is a stone-built, low beam building, with several rooms and a pleasant garden which holds significant heritage value, both architecturally and historically. The house was constructed in 1610 and was opened as a public house in around 1793 and has since been extended to include a derelict neighbouring cottage.
- 5.3.4 The works are limited internally to the modification of the upper floor layout to provide new bedroom facilities with en-suites, a more efficient layout and fire escape route. Acoustic and fire treatments are proposed to meet current building regulations. Where windows, roof and stonework are proposed, they are to be undertaken on a like for like basis to reflect the original proportions and materials and these works are also to include the introduction of internal roof insulation. The majority of the proposed alterations will be contained within the interior of the building, avoiding any major changes to the external appearance with exception of external escape stair.
- 5.3.5 The application submission sets out that the upper floors of the public house are largely unused or underutilised and the works are to include the repair and refurbishment to the internal stair, floors, windows and roof which are to be undertaken in a sympathetic nature. The proposed creation of a secondary fire access and stair is considered to be of a clean and elegant design, using steel and stone in a simple design, in keeping with the appearance and setting of the existing building. The proposed works are considered to maintain the character of the building and ensure its long-term sustainability as a heritage asset which contributes positively to the local community and economy. The additional works including the proposed courtyard opening and rooflight are modest in nature and provide a neutral impact upon the heritage asset and its setting. On this basis, the proposed works are not considered to have a detrimental impact to and are sympathetic to the character or setting of the listed building. As such, your Officers consider that the character and setting of the listed building is preserved.
- 5.3.6 It is also considered that the proposed development would fall within the setting of other Listed Buildings, which include the Double Red Duke (Grade II listed building (entry number: 1198933 - Listing Name: Plough Hotel) to the West and The Firs and attached barn which is a Grade II listed dwellinghouse to the South (entry number: 1053398). The proposed fire exit and stair will be partly visible from Bourton Road and the courtyard opening partly visible from Bampton Road. In consideration of their setting, modest scale and simple design it is considered that the special interest and setting of the surrounding listed buildings are conserved.
- 5.3.7 The proposals have been considered at pre-application and the Conservation Officer has been consulted upon the current application(s) also and they consider that there are no issues from a heritage perspective. Overall it is considered that the proposal will preserve the special architectural and historic interest of the listed building in accordance with Section 66 of the 1990 Act and the significance of the designated heritage asset will be sustained, in accordance with Section 16 of the NPPF. Therefore, Officers consider that the works are in keeping with the character and appearance of the Listed Building, and their settings, and the development complies with policy EH9 and EH11 of the Local Plan and Section 16 of the NPPF.
- 5.3.8 The proposed works are considered in keeping and respect the historic nature of the building, enabling the re-use of the ancillary accommodation above the existing public house use at ground

floor level which is to be retained. The proposed works are considered to be in keeping and respect the historic nature of the building and as such, your Officers are of the opinion it would not give rise to any adverse impacts in regard to visual amenity issues.

5.4 BIODIVERSITY

5.4.1 The Local Planning Authority consider that the mandatory requirement of 10% Biodiversity Net Gain is not required for this proposal as submitted as the development falls within the size exemption of developments affecting less than 5 x 5 m of onsite habitat.

5.4.2 The application seeks to convert existing underused ancillary accommodation to pub letting bedrooms which includes localised roof repairs where necessary. As such, no protected species are likely to be impacted by the proposals. An informative is attached to remind the applicant and relevant contractors of their responsibilities and associated national legislation with regard to protected species. On the basis of the above assessment, your Officers consider the above to be acceptable in terms of its biodiversity.

5.5 HIGHWAYS

5.5.1 Concern has been raised in representations from both the Parish Council and public representations regarding impact of the proposed conversion of the existing ancillary accommodation into pub letting bedrooms. Comments submitted have provided evidence of existing parking issues in the areas surrounding the existing public house including vehicles situated on double yellow lines and hatched areas.

5.5.2 The existing parking arrangements for the public house consist of an expansive gravelled rear parking area and a row of parking spaces to the front of the property, adjacent to Bampton Road. The parking areas are considered sufficient for the proposed use in combination with both the existing public house use and surrounding parking requirements. The parking provision and relative increase in proposed use has been considered by the Oxfordshire County Council Transport Development Officer who has considered that "the proposal, if permitted, will not have a significant detrimental impact (in terms of highway safety) on the adjacent highway network". The consultation response does not object to the granting of planning permission and as such, a reason for refusal on highway safety or parking grounds is not justified in this instance.

5.6 NEIGHBOURING AMENITY

5.6.1 Policy OS2 of the Local Plan states that all new development should be compatible with adjoining uses and not have a harmful impact on the amenity of existing occupants. The proposals in part seek to use the existing ancillary accommodation within the first and second floors above the existing public house as pub letting bedrooms. The ground floor public house use is to be retained and the associated use above does not require any significant external alterations or extensions to be undertaken. Externally, a fire exit stair is proposed to the rear of the building, adjacent to the vehicle entrance, to provide an additional route of egress in case of emergency. The proposed use as letting accommodation is considered suitable in consideration of the associated use with the existing public house below and modest nature of the works proposed - seeking nine letting rooms within the existing built form.

5.6.2 The proposed fire escape stair is considered necessary to allow the safety of proposed users of the first and second floor areas. The stair is proposed for a means of emergency escape only and in

consideration of the relative use, position adjacent to the driveway entrance and relative vegetation and stone wall screening to the neighbouring dwelling to the North, 1 Bourton Close an adverse impact by overlooking or loss of privacy is not expected. Further, Officers have considered that due to the siting of proposed rooflight opening sought within the existing courtyard area, facing upwards, that an impact by overlooking or loss of privacy upon adjoining neighbouring property, The Turnpike, is not expected.

5.6.3 Due to the modest scale and positioning of the proposed fire escape stair and rooflight opening, it is considered to be unlikely that the proposal would lead to significant harm to the neighbouring occupants by way of overbearing or loss of privacy. The Council's Environmental Health Officer (Noise & Amenities) has been consulted and no objection has been raised, subject to a condition restricting the construction hours and to provide a construction management plan prior to commencement of works to protect the amenity of the neighbourhood. However, due to the scale of the works, Officers consider that such conditions would be unreasonable and would not meet the criteria set out within paragraph 57 of the NPPF (2024). An informative has been attached to remind the applicant and their contractors that construction activity should conform to good practice guidelines, be time limited and have regard to Section 60 of the Control of Pollution Act 1974.

5.6.4 Therefore, for the above reasons, it is considered that the proposal would be compatible with adjoining uses and unlikely to have a harmful impact on the amenity of neighbouring residents so as to warrant the refusal of the application.

5.7 CONCLUSION

5.7.1 The proposed change of use is supported in principle by policy E3 of the Local Plan which supports the re-use of traditional buildings for employment, tourism and community uses. The proposed change is considered consistent with the criteria outlined in this policy whereby the existing form and design of the building(s) positively contribute to the character of the area; the building is capable of conversion to the proposed use without works which would harm the form of the original building and its historic, architectural or nature conservation interest. Further, consideration has been given to the building(s) location, relationship to the existing public house and with regard to the level of accessibility to settlements, facilities and services including the impact on the character and amenity of the area. Overall it is considered that the proposal will preserve the special architectural and historic interest of the listed building and its setting.

5.7.2 The proposed change of use is also supported by policy E5 of the Local Plan where the existing ground floor public house use is being retained and the associated development of the first and second floors as proposed are considered to support and positively contribute to this existing use to the benefit of the local community and economy.

5.7.3 In light of the above assessment, your Officers consider the proposed development complies with the provisions of Policies OS2, OS4, EH3, EH7, EH9, EH11, EH12, E3, E4 and E5 of the adopted West Oxfordshire Local Plan, the Planning (Listed Buildings and Conservation Areas) Act 1990, the WODC Design Guide 2016 and the relevant paragraphs of the NPPF 2024. Therefore, the development is recommended for approval, subject to the conditions and informatives as set out.

6 CONDITIONS

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the requirements of Section 91 of the Town & Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act, 2004.

2. That the development be carried out in accordance with the approved plans listed below.

REASON: For the avoidance of doubt as to what is permitted.

3. The development shall be constructed with the materials specified in the application.

REASON: To ensure that the development is in keeping with the locality and for the avoidance of doubt as to what is permitted.

4. The occupation of the accommodation hereby permitted shall be limited to holiday purposes only. None of the accommodation hereby approved are to be used at any time as permanent accommodation or as a primary place of residence.

REASON: The accommodation is on a site where residential development would not normally be permitted, and is unsuitable for continuous residential occupation. Longer stays more akin to second home use and permanent residential use are not likely to provide the same economic and social benefits to existing visitor attractions, tourist facilities and local communities, as supported by policy E4 of the West Oxfordshire Local Plan (2031).

Notes to applicant

1. Please note that this consent does not override the statutory protection afforded to species protected under the terms of the Wildlife and Countryside Act 1981 (as amended) and the Conservation of Habitats and Species Regulations 2017 (as amended), or any other relevant legislation such as the Wild Mammals Act 1996 and Protection of Badgers Act 1992.

All British bat species are protected under The Conservation of Habitats and Species Regulations 2017 (as amended), which implements the EC Directive 92/43/EEC in the United Kingdom, and the Wildlife and Countryside Act 1981 (as amended). This protection extends to individuals of the species and their roost features, whether occupied or not. A derogation licence from Natural England would be required before any works affecting bats or their roosts are carried out.

All British birds (while nesting, building nests, sitting on eggs and feeding chicks), their nests and eggs (with certain limited exceptions) are protected by law under Section 1 of the Wildlife and Countryside Act 1981 (as amended) and the Countryside and Rights of Way Act 2000. Works that will impact upon active birds' nests should be undertaken outside the breeding season to ensure their protection, i.e. works should only be undertaken between August and February, or only after the chicks have fledged from the nest.

In the event that your proposals could potentially affect a protected species, or if evidence of protected species is found during works, then you should seek the advice of a suitably qualified and experienced ecologist and consider the need for a licence from Natural England prior to commencing works (with regard to bats).

2. The Local Planning Authority consider that the mandatory requirement of 10% Biodiversity Net Gain is not required for this proposal as submitted.
3. Construction activity should conform to good practice guidelines and have regard to Section 60 of the Control of Pollution Act 1974. Hours of work in connection with the application shall be considerate of neighbouring properties and limited to 08:00-18:00 Monday to Friday, 08:00-13:00 on Saturday with no working on Sunday or Bank/Public Holidays.

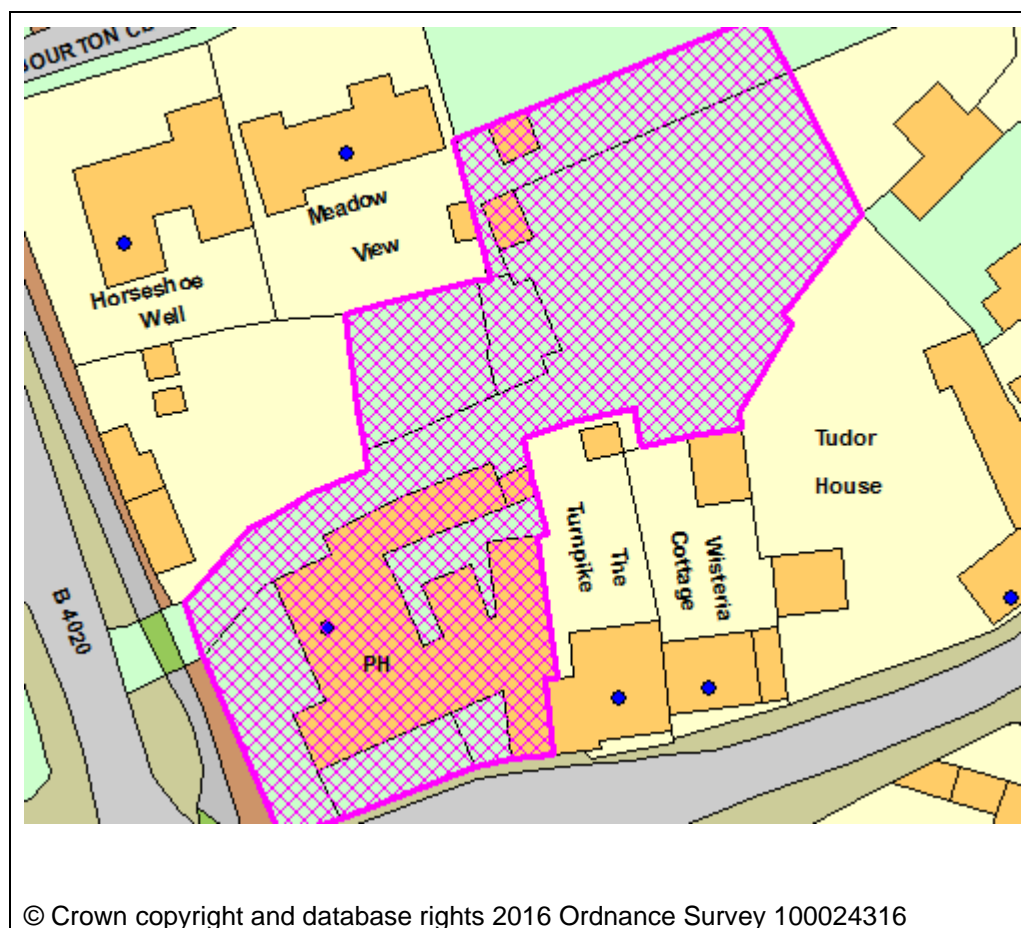
Contact Officer: Curtis Badley

Telephone Number:

Date: 26th February 2025

Application Number	24/02927/LBC
Site Address	Clanfield Tavern Bampton Road Clanfield Bampton Oxfordshire OX18 2RG
Date	26th February 2025
Officer	Curtis Badley
Officer Recommendations	Approve
Parish	Clanfield Parish Council
Grid Reference	428516 E 202057 N
Committee Date	10th March 2025

Location Map



Application Details:

Internal and external alterations to include changes to all floor layouts, formation of a new opening on first floor for fire exit and erection of external fire staircase. Internal works to include refurbishment works throughout along with formation of a plant room above existing toilets on ground floor with

ceiling hatch access from comms room, conversion of ground floor store room to bedroom with en suite, remedial works to stair case. External works to include a new structural opening within an existing garden wall and installation of a roof light.

Applicant Details:

Mrs Georgina Pearman
Clanfield Tavern
Bampton Road
Clanfield
Bampton
Oxfordshire
OX18 2RG

1 CONSULTATIONS

Conservation And Design Officer	Conservation and Design Response There are no issues with the additional information, from our point of view.
Parish Council	No Comment Received.

2 REPRESENTATIONS

2.1 One letter of representation and accompanying photographs have been received in objection to the proposed development. A full version of representations made is available on the Council's website which are summarised as follows:

- Additional parking pressures upon the locality and village
- Additional traffic pressures created by parking
- Internal layout of proposed bedrooms and access
- Combination of letting rooms within the locality which is out of proportion with resident population

3 APPLICANT'S CASE

3.1 A Design and Access Statement and a separate Heritage Statement have been submitted as part of the planning application submission. A full version of both statements is available on the Council's website.

3.2 The Design and Access Statement is concluded as follows: "The proposed change of use of the upper floors at The Mason Arms, along with the introduction of a new external fire exit, will provide modern guest accommodation in a building of historical significance. The design has been carefully developed to ensure that the property retains its character while providing a safe, accessible, and sustainable environment for future users. We believe the proposal will enhance the building's long-term viability and contribute positively to the local community and economy.

We respectfully request approval of this application."

3.3 The Heritage Statement is concluded as follows: "The proposed works at The Mason Arms are sympathetic to the building's historical and architectural significance. For the reasons set out in the body of this report, the proposed alterations are compatible with the 'special interest' and character

of The Clanfield Tavern. The intention is to preserve and enhance the building's heritage & importantly the building will be provided with a sustainable use ensuring that it remains functional & accessible for future generations that is consistent with its character and fabric as a Grade II listed building.

It will provide a high-quality pub which will benefit the building, and surrounding areas generally.

The works will not adversely affect the character or appearance of the Grade II listed building, and we respectfully request Listed Building Consent for the proposed alterations, which have been carefully designed to safeguard the building's integrity and heritage value.

Proposal improves the overall functionality. While the works will have some impact on historic fabric, it is considered that this is of an acceptable degree and that a balance has been achieved between impact and the benefits of securing an appropriate long-term and sustainable use for the listed building."

4 PLANNING POLICIES

Adopted West Oxfordshire Local Plan 2031 Policies: OS2, OS4, EH9, EH11 and EH12
Planning (Listed Buildings and Conservation Areas) Act 1990
West Oxfordshire Design Guide 2016
The National Planning Policy framework (NPPF) is also a material planning consideration.

5 PLANNING ASSESSMENT

5.1 BACKGROUND INFORMATION

- 5.1.1 The application is to be heard before the Lowlands Planning Sub-Committee as the Clanfield Parish Council have submitted a representation in objection to the associated full application for the proposed development (reference: 24/02926/FUL), in contrast to the Officers recommendation of approval.
- 5.1.2 The Clanfield Parish Council are received for the associated full application as follows:
"OBJECTION on the grounds that this application does not include any extra parking provision. It is noted that the current carpark is already at full capacity".
- 5.1.3 The proposal seeks internal and external alterations to include changes to all floor layouts, the formation of a new opening on first floor for fire exit and the erection of external fire staircase. Internal works are proposed to include refurbishment works throughout, along with the formation of a plant room above the existing toilets at ground floor level with a ceiling hatch access from comms room, the conversion of a ground floor store room to bedroom with en suite and remedial works to a stair case. The proposed external works to include a new structural opening within an existing garden wall and installation of a roof light.
- 5.1.4 The application site relates to The Mason's Arms (formerly known as Clanfield Tavern) is a public house located on the junction of Bampton Road and Bourton Road in Clanfield. The property is a Grade II listed building (entry number: 1053426 - Listing Name: Clanfield Tavern) and consists of an existing pub with rooms above which was built in the mid to late 17th century with later additions. The two-storey building with an attic is constructed in uncoursed limestone rubble with a stone slate

roof. Vehicle access is available to the Northern side of the building leading to the gravelled car park to the rear.

5.1.5 The site does not fall within a Conservation Area, is located within Flood Zone 1 and does not fall within any areas of special designated control.

5.1.6 Relevant planning history:

- Associated Full Planning Application (24/02926/FUL) - Currently under consideration Conversion of ancillary accommodation to pub letting bedrooms, formation of a first floor fire exit along with erection of an external fire staircase, a new structural opening within an existing garden wall and installation of a roof light.
- 24/01239/LBC (Approved - 09.08.2024) - External alterations to install replacement externally illuminated main front and gable signage, non illuminated amenity boards on front and side elevations and the car park post sign along with the replacement of double sided hanging panel to existing post (illuminated by linolites) and erection of replacement internally illuminated menu case on front elevation.
- 24/01251/ADV (Approved - 09.08.2024) - External alterations to repaint and change name to the Masons Arms of existing externally illuminated main front and gable signage, non illuminated amenity boards on front and side elevations, the car park post sign along with the replacement of double sided hanging panel to existing post (illuminated by linolites) and renew internally illuminated menu case on front elevation in aged bronze.
- 24/01549/LBC (Approved - 09.08.2024) - (Amended Description) Internal and external alterations to include renewing bar/still room, panelling, form/alter window seats, new flooring to customer area, formation of under stair cupboard, add lime plaster to modern walls and replace modern stone with Indian sandstone.

5.1.7 Taking into account planning policy, other material considerations and the representations of interested parties your Officers are of the opinion that the key considerations of the application are:

- Impact on the listed building and its setting

5.2 IMPACT ON THE LISTED BUILDING AND ITS SETTING

5.2.1 Listed building consent applications are not subject to Section 38(6) of the Planning and Compulsory Purchase Act 2004. Accordingly, the application does not need to be determined in accordance with the development plan. Rather, applications must be determined in accordance with section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990. This is reflected in policy EH11 of the Local Plan.

5.2.2 Policy OS4 also refers to high quality design where buildings and features of historic significance should be conserved or enhanced and new development should demonstrate high quality design by having regard to design advice in the West Oxfordshire Design Guide. Policy EH9 considers the historic environment more broadly and the tests for determining proposals that will or have the potential to affect heritage assets. This is reflected in section 16 'Conserving and enhancing the historic environment' of the National Planning Policy Framework (NPPF).

- 5.2.3 In terms of impact on the listed building and its setting, a Heritage Statement has been submitted which states that the property is a stone-built, low beam building, with several rooms and a pleasant garden which holds significant heritage value, both architecturally and historically. The house was constructed in 1610 and was opened as a public house in around 1793 and has since been extended to include a derelict neighbouring cottage.
- 5.2.4 The works are limited internally to the modification of the upper floor layout to provide new bedroom facilities with en-suites, a more efficient layout and fire escape route. Acoustic and fire treatments are proposed to meet current building regulations. Where windows, roof and stonework are proposed, they are to be undertaken on a like for like basis to reflect the original proportions and materials and these works are also to include the introduction of internal roof insulation. The majority of the proposed alterations will be contained within the interior of the building, avoiding any major changes to the external appearance with exception of external escape stair.
- 5.2.5 The application submission sets out that the upper floors of the public house are largely unused or underutilised and the works are to include the repair and refurbishment to the internal stair, floors, windows and roof which are to be undertaken in a sympathetic nature. The proposed creation of a secondary fire access and stair is considered to be of a clean and elegant design, using steel and stone in a simple design, in keeping with the appearance and setting of the existing building. The proposed works are considered to maintain the character of the building and ensure its long-term sustainability as a heritage asset which contributes positively to the local community and economy. The additional works including the proposed courtyard opening and rooflight are modest in nature and provide a neutral impact upon the heritage asset and its setting. On this basis, the proposed works are not considered to have a detrimental impact to and are sympathetic to the character or setting of the listed building. As such, your Officers consider that the character and setting of the listed building is preserved.
- 5.2.6 It is also considered that the proposed development would fall within the setting of other Listed Buildings, which include the Double Red Duke (Grade II listed building (entry number: 1198933 - Listing Name: Plough Hotel) to the West and The Firs and attached barn which is a Grade II listed dwellinghouse to the South (entry number: 1053398). The proposed fire exit and stair will be partly visible from Bourton Road and the courtyard opening partly visible from Bampton Road. In consideration of their setting, modest scale and simple design it is considered that the special interest and setting of the surrounding listed buildings are conserved.
- 5.2.7 The proposals have been considered at pre-application and the Conservation Officer has been consulted upon the current application(s) also and they consider that there are no issues from a heritage perspective. Officers therefore conclude that the works proposed will preserve the special architectural and historic interest of the listed building in accordance with Section 16(2) of the Act and the significance of the designated heritage asset would not be diminished, in accordance with Section 16 of the NPPF. Therefore, Officers consider that the works are in keeping with the character and appearance of the Listed Building, and their settings, and the development complies with policy EH9 and EH11 of the Local Plan and Section 16 of the NPPF.
- 5.2.8 The following associated works have been confirmed by the LPA Conservation and Design Officer to not require Listed Building Consent: stripping out existing modern fire doors, modern bathrooms, modern tile finishes and modern mdf boxing. The removal of mould plaster to allow walls to dry out and the external repairs to guttering would also not require Listed Building Consent.

5.3 CONCLUSION

5.3.1 In light of the above assessment, your Officers consider the proposed development complies with the provisions of Policies OS2, OS4, EH9, EH11 and EH12 of the adopted West Oxfordshire Local Plan, the Planning (Listed Buildings and Conservation Areas) Act 1990, the WODC Design Guide 2016 and the relevant paragraphs of the NPPF 2024. Therefore, the development is recommended for approval, subject to the conditions and informatives as set out.

6 CONDITIONS

1. The works must be begun not later than the expiration of three years beginning with the date of this consent.

REASON: To comply with the requirements of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. That the development be carried out in accordance with the approved plans listed below.

REASON: For the avoidance of doubt as to what is permitted.

3. All new works and works of making good shall be carried out in materials, and detailed, to match the adjoining original fabric except where shown otherwise on the approved drawings.

REASON: To preserve the architectural integrity of the Listed Building.

4. No demolitions, stripping out, removal of structural elements, replacement of original joinery or fittings and finishes shall be carried out except where shown and noted on the approved drawings.

REASON: To preserve internal features of the Listed Building.

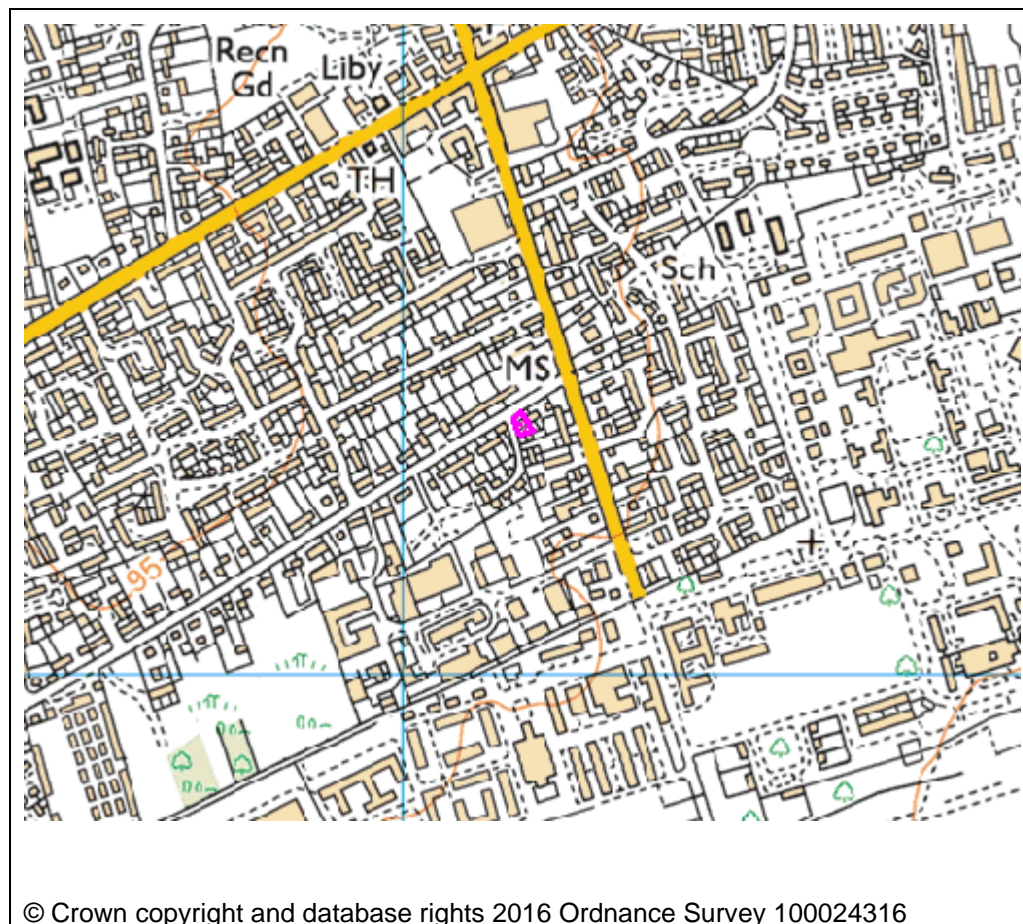
INFORMATIVES :-

1. The Local Planning Authority consider that the mandatory requirement of 10% Biodiversity Net Gain is not required for this proposal as submitted.

Contact Officer: Curtis Badley
Telephone Number:
Date: 26th February 2025

Application Number	24/03162/FUL
Site Address	9 Milestone Road Carterton Oxfordshire OX18 3RJ
Date	26th February 2025
Officer	James Nelson
Officer Recommendations	Approve
Parish	Carterton Parish Council
Grid Reference	428162 E 206332 N
Committee Date	10th March 2025

Location Map



Application Details:

Conversion of existing seven bedroom 12 person house in multiple occupation (HMO) into a seven bedroom 14 person HMO, along with erection of single and two storey extensions and associated bicycle and bin storage areas within rear garden (part retrospective)

Applicant Details:

Paul Jacob
9 Milestone Road
Carterton
Oxfordshire
OX18 3RJ

I CONSULTATIONS

Env Health Noise And Amenity	No objections.
OCC Highways	<p>Oxfordshire County Council, as the Local Highways Authority, hereby notify the District Planning Authority that they do not object to the granting of planning permission.</p> <p>Conditions</p> <ul style="list-style-type: none">• none <p>Comments</p> <p>The proposal, if permitted, will not have a significant detrimental impact (in terms of highway safety) on the adjacent highway network.</p>
Parish Council	<p>Council object to the application on the grounds that it is an overdevelopment of the site and it is unclear from the plans what is retrospective. Council would welcome the application to be considered by the Lowlands Planning Committee regarding concerns over parking.</p>

2 REPRESENTATIONS

2.1 A total of eight objection comments have been received, covering the issues:

- Increased occupancy leading to on-street parking and access difficulties/disturbance;
- Overdevelopment/excessive scale;
- Alleged widening of access;
- Noise and overlooking resulting from occupants of HMO; and
- Retrospective nature of the application

3 APPLICANT'S CASE

3.1 A Design and Access Statement has been submitted in support of the application, which is summarised as follows:

3.2 'The property is situated within the predominantly residential area of Carterton. The site does not fall within any areas of special designated control and therefore the main considerations of this application are the impact of the proposed development on the visual amenity, car parking and highway safety and the impact of the proposed development on the residential amenity. The site lies in a predominantly residential area where development is acceptable in principle.

- 3.3 The proposal in our view is not considered to be detrimental to the character of the existing property or street. The proposed extension is designed subserviently to the host dwelling and is not harmful and the change would not be significantly visible or noticeable. There are examples of large extensions constructed along the street scene and this proposal would not appear unduly at odds with the established pattern of development along the road.
- 3.4 With regards to the increase in the size and number of occupants at the property, the "plan for an appropriate mix of new residential accommodation which provides a variety of sizes, types and affordability with special emphasis on the provision of homes for local people in housing need who cannot afford to buy or rent at market prices" is set out within the housing objective C06 of the Local Plan. Policy H4 of the Local Plan sets out that Houses in Multiple Occupation (HMOs) will help younger households to access housing and that "There are very few HMOs in West Oxfordshire". It is therefore considered that the proposed retention and increase in size of the existing HMO is considered to be supported by this policy and objective aim to ensure a good, balanced mix of house types and tenures.
- 3.5 A modest increase in car parking, movements and other activity within the proposal site would occur but are not considered to result in a loss of neighbouring amenity. There is adequate off street car parking provision at the site and appropriate planning conditions could be attached to any approval to ensure the spaces are laid out appropriately and retained prior to the first occupation of the additional bedrooms proposed. Cycle parking within the curtilage along with bin storage is also provided. On this basis, the scheme is considered acceptable and complies with policy T4 of the West Oxfordshire Local Plan.
- 3.6 Following a review of the relevant applicable policy and material considerations, it is our professional view that the development is in compliance with all applicable policies as previously illustrated. Taking into account the above matters the proposal is considered acceptable on its merits and complies with Policies of the West Oxfordshire Local Plan 2031, the relevant paragraphs of the NPPF and the West Oxfordshire Design Guide 2016.'

4 PLANNING POLICIES

OS2NEW Locating development in the right places

OS4NEW High quality design

H4NEW Type and mix of new homes

H6NEW Existing housing

T1NEW Sustainable transport

T2NEW Highway improvement schemes

T3NEW Public transport, walking and cycling

T4NEW Parking provision

CA5 Carterton sub-area strategy

EH8 Environmental protection

DESGUI West Oxfordshire Design Guide

The National Planning Policy framework (NPPF) is also a material planning consideration.

5 PLANNING ASSESSMENT

Background

- 5.1 This application seeks consent for the conversion of existing seven bedroom 12 person house in multiple occupation (HMO) into a seven bedroom 14 person HMO, along with erection of single and two storey extensions and associated bicycle and bin storage areas within rear garden at 9 Milestone Road, Carterton. The application has been amended by the submission of amended plans.
- 5.2 The application is described as 'part retrospective' as there is no planning history relating to change of use of the dwelling to a large HMO. As a result, this assessment must consider *inter alia* the merits of a material change in the use of the land from a dwellinghouse (Use Class C3) to a large HMO ('sui generis').
- 5.3 The application site relates to a large, detached dwelling within the built up area of Carterton. The dwelling occupies a prominent corner plot at the junction of Milestone Road and Marlborough Close and is comprised of two storey main block with single storey element and garage. The dwelling is constructed of reconstituted stone under a plain tiled roof. The dwelling takes access off Marlborough Close and is served by on-plot parking.
- 5.4 This application is brought before Members of the sub-committee due to the objection of Carterton Town Council on parking grounds.

Development plan

- 5.5 Section 38 (6) of the Planning and Compulsory Purchase Act 2004 requires applications for planning permission to be determined in accordance with the development plan unless material considerations indicate otherwise. Section 70 (2) of the Town and Country Planning Act 1990 provides that the local planning authority shall have regard to the provisions of the development plan, so far as material to the application, and to any other material considerations. In this case, the development plan is the West Oxfordshire Local Plan 2031 ('WOLP').
- 5.6 Taking into account planning policy, history, other material considerations and the representations of interested parties, your officers are of the opinion that the key considerations in this assessment are:
- Principle;
 - Impact on the character and appearance of the area;
 - Impact on the living conditions of neighbours; and
 - Highways/parking

- 5.7 Each are considered in the following sections of this report.

Principle

- 5.8 The site lies within the built-up area of Carterton, which is defined as a 'main service centre' in Policy OS2 of the WOLP, where 'a significant proportion of new homes, jobs and supporting services will be focused'.
- 5.9 New development is also expected to comply with the general principles of Policy OS2 including that proposals should: 'be of a proportionate and appropriate scale to its context having regard to

the potential cumulative impact of development in the locality; be compatible with adjoining uses and not have a harmful impact on the amenity of existing occupants; and be provided with safe vehicular access and safe and convenient pedestrian access to supporting services and facilities'.

5.10 Housing objective C06 states that the WOLP will:

'Plan for an appropriate mix of new residential accommodation which provides a variety of sizes, types and affordability with special emphasis on the provision of homes for local people in housing need who cannot afford to buy or rent at market prices'.

5.11 WOLP Policy H4 sets out that Houses in Multiple Occupation (HMOs) will help younger households to access housing and that 'there are very few HMOs in West Oxfordshire'. In this context and given the sustainable location of the site, which benefits from safe and convenient access via non-car modes of travel to a wide range of services in Carterton, it is therefore considered that the proposed use of dwelling as a large HMO is supported by this policy and objective aim to ensure a good, balanced mix of house types and tenures.

5.12 Policy H6 of the WOLP sets out changes to existing housing and states 'alterations, extensions or sub-division of existing dwellings will respect the character of the surrounding area and will not unacceptably affect the environment of people living in or visiting that area.'

5.13 In view of the above policies, the proposed material change in the use of the land and extensions are considered to be acceptable in principle.

Impact on the character and appearance of the area

5.14 The general principles of Policy OS2 and Policy H6 require new development to respect the existing character of the area. Further, WOLP Policy OS4 states that new development should respect the historic, architectural and landscape character of the locality.

5.15 Section 12 of the NPPF reinforces the fundamental nature of good design to sustainable development and states that 'good design is a key aspect of sustainable development' (Para. 131) and 'development that is not well designed should be refused, especially where it fails to reflect local design policies' (Para. 139).

5.16 Supporting text at paragraphs 4.36 and 4.37 explain how the West Oxfordshire Design Guide ("the WODG") (an adopted Supplementary Planning Document) 'describes the qualities and characteristics that make West Oxfordshire special, and ways in which good design can protect and enrich the character of the District' (4.36). WOLP Policy OS4 expects "all development to have regard to the guide" (4.37).

5.17 With regard to domestic extensions, the WODG states (at Section 14.1) that:

"As an overarching principle, the scale, form and character of the original property should be sympathetically reflected in any proposed changes... Extensions or alterations that are of an inappropriate scale, or likely to obscure or significantly alter the form or character of the original property, are unlikely to be supported".

5.18 It continues at Section 14.2:

"There is no fixed rule for the extent to which a property can successfully be enlarged; every property is different. In general, however, any extension or accumulation of extensions should remain clearly secondary and subservient to the original property. Extensions which would, through their scale and massing, result in the primacy of the original property being eroded or lost altogether should be avoided. An extension or accumulation of extensions which would double, or more than double, the existing volume, is unlikely to be supported. Extensions will usually need to be secondary in terms of footprint, height and volume."

5.19 Domestic extensions are therefore expected to have regard to this guidance in order to demonstrate high quality design in accordance with WOLP Policies OS2, OS4 and H6 as well as Section 12 of the NPPF.

5.20 The proposal includes two extensions, a two storey element to the south west elevation, and single storey addition fronting Milestone Road. The two storey extension would match the projection of an existing single storey element and would be set over a modest footprint of 29.5m². It would be set down from the dominant ridge by approx. 600mm and use forms and materials consistent with the appearance and massing of the host dwelling. Therefore, whilst the proposed two storey extension would lead to some loss of openness on this prominent corner plot, the addition would read as secondary and subservient, as well as in keeping with the character and appearance of the host dwelling and wider street scene. The single storey element has been re-positioned on the advice of officers in order to ensure that an appropriate sense of openness is retained. Whilst the extension would project forward of the existing building line, officers note that adjacent properties to the west (Nos. 11 and 15) are set closer to Milestone Road and the adjoining neighbour to the east (No. 7) hosts a large outbuilding set forward of the principal elevation (see ref. 22/00428/HHD). In the context of the varied frontage depth along Milestone Road, the proposed single storey addition is therefore considered acceptable. The proposed bin and bike stores would be set in the rear garden and thus imperceptible in the streetscene. The proposed operational development is therefore considered to result in an acceptable impact upon the character and appearance of the area in accordance with the above policy context.

Impact on the living conditions of neighbours

5.21 WOLP Policies OS2, OS4 and H6 seek to avoid harmful impacts upon the amenity of nearby residential properties. Section 12 of the NPPF states to create places that are safe, inclusive and accessible and which promote health and well being, with a high standard of amenity for existing and future users.

5.22 Dealing first with the proposed extensions, by virtue of its siting, design and modest scale, the proposed single storey extension would not give rise to any material impacts by way of loss of light/outlook, overlooking or overbearing. The two storey addition would front Marlborough Close and therefore would not directly adjoining neighbouring properties. Given the relevant separation distances to 11 Milestone Road in particular, and orientation of the properties, no adverse impact would result with regard to overbearing or loss of light/outlook. In terms of overlooking, the plans have been amended so that only one window to the south west elevation would be installed, serving an en-suite and therefore would be obscured. No impact on adjoining dwellings to the north, east and south is identified. However, in order to prevent overdevelopment of the plot and the installation of windows that may overlook 11 Milestone Road, officers consider that restricting future

permitted development rights is necessary. On this basis, the application is considered acceptable with regard to impact upon the living conditions of neighbours.

Highways/parking

5.23 WOLP Policy OS2 states that new development should be provided with safe vehicular access and safe and convenient pedestrian access to supporting services and facilities. WOLP Policy T1 seeks to steer development into areas with 'convenient access to a good range of services and facilities and where the need to travel by private car can be minimised'. WOLP Policy T2 states that all new development 'will be required to demonstrate safe access and an acceptable degree of impact on the local highway network'. Policy T3 seeks 'to maximise opportunities for walking, cycling and the use of public transport'. Policy T4 states that: 'parking in new developments will be provided in accordance with the County Council's adopted parking standards and should be sufficient to meet increasing levels of car ownership'.

5.24 Officers note the concerns of the Town Council and neighbours with regard to parking and alleged disturbance/access difficulties that have/would result from the proposed level of occupancy as well as that the access may have been widened without planning consent. In this regard, the proposed site plan includes parking area/driveway sufficient to park four vehicles via safe access. Further, works to widen the existing access are likely to have been covered by permitted development rights. The application has not drawn objection from the Highways Authority and would provide a high level of on-plot parking, as well as being located in an area with good access to supporting services and amenities by non-car modes of travel. Therefore, and having regard to NPPF para. 116 which states... 'development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe, taking into account all reasonable future scenarios'... officers consider that the application is acceptable on highways/parking grounds.

Other matters

5.25 The application is not subject to statutory Biodiversity Net Gain and officers do not identify any impacts with regard to biodiversity.

Recommendation

5.26 In light of the above assessment, the proposed development is considered to accord with WOLP Policies OS2, OS4, H4, H6, T1, T2, T3, T4, EH8 and CA5 the relevant paragraphs of the NPPF and West Oxfordshire Design Guide. The application is therefore recommended for conditional approval.

6 CONDITIONS

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the requirements of Section 91 of the Town & Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act, 2004.

2. That the development be carried out in accordance with the approved plans listed below.

REASON: For the avoidance of doubt as to what is permitted.

3. The development shall be constructed with the materials specified in the application.

REASON: To ensure that the development is in keeping with the locality and for the avoidance of doubt as to what is permitted.

4. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification), no development permitted under Schedule 2, Part 1, Classes A, AA and B shall be carried out other than that expressly authorised by this permission.

REASON: Control is needed to order to prevent overdevelopment of the plot and to safeguard the amenity of neighbours.

5. Prior to first occupation of the extensions hereby approved, cycle and bin storage shall be installed in full accordance with approved plan ref: 327-002 Rev A. The cycle and bin storage shall thereafter be permanently retained as approved.

REASON: In order to encourage active travel and to in the interests of the visual amenity of the area.

6. Before first occupation of the extension hereby permitted, all proposed windows serving bathrooms/WCs shall be fitted with obscure glazing and shall be retained in that condition thereafter.

REASON: To safeguard privacy in the adjacent property.

Notes to applicant

1. The Local Planning Authority consider that the mandatory requirement of 10% Biodiversity Net Gain is not required for this proposal as submitted.
2. Applicants are strongly encouraged to minimise energy demand, and take climate action, through fitting:
 - Electricity-fed heating systems and renewable energy, for example solar panels and heat pumps; thus avoiding fossil fuel based systems, for example gas boilers;
 - Wall, ceiling, roof, and floor insulation, and ventilation;
 - High performing triple glazed windows and airtight frames
 - Energy and water efficient appliances and fittings
 - Water recycling measures
 - Sustainably and locally sourced materials

For further guidance, please visit:

<https://www.westoxon.gov.uk/planning-and-building/planning-permission/make-a-planning-application/planning-application-supporting-information/sustainability-standards-checklist/>

<https://www.westoxon.gov.uk/environment/climate-action/how-to-achieve-net-zero-carbon-homes/>

Contact Officer: James Nelson

Telephone Number: 01993 861712

Date: 26th February 2025

Agenda Item 5

West Oxfordshire District Council – DELEGATED ITEMS

Application Types Key

<u>Suffix</u>		<u>Suffix</u>	
ADV	Advertisement Consent	LBC	Listed Building Consent
CC3REG	County Council Regulation 3	LBD	Listed Building Consent - Demolition
CC4REG	County Council Regulation 4	OUT	Outline Application
CM	County Matters	RES	Reserved Matters Application
FUL	Full Application	S73	Removal or Variation of Condition/s
HHD	Householder Application	POB	Discharge of Planning Obligation/s
CLP	Certificate of Lawfulness Proposed	CLE	Certificate of Lawfulness Existing
CLASSM	Change of Use – Agriculture to Commercial	CND	Discharge of Conditions
HAZ	Hazardous Substances Application	PDET28	Agricultural Prior Approval
PN42	Householder Application under Permitted Development legislation.	PN56	Change of Use Agriculture to Dwelling
PNT	Telecoms Prior Approval	POROW	Creation or Diversion of Right of Way
NMA	Non Material Amendment	TCA	Works to Trees in a Conservation Area
WDN	Withdrawn	TPO	Works to Trees subject of a Tree Preservation Order
		FDO	Finally Disposed Of

<u>Decision Code</u>	<u>Description</u>	<u>Decision Code</u>	<u>Description</u>
APP	Approve	RNO	Raise no objection
REF	Refuse	ROB	Raise Objection
PIREQ	Prior Approval Required	P2NRQ	Prior Approval Not Required
P3APP	Prior Approval Approved	P3REF	Prior Approval Refused
P4APP	Prior Approval Approved	P4REF	Prior Approval Refused

West Oxfordshire District Council – DELEGATED ITEMS

Application Number.	Ward.	Decision.
I. 24/01848/FUL	Bampton and Clanfield	APP
Erection of a dwelling and a detached carport/stable block with grooms accommodation above (Amended Description). Land At Cobfield Aston Road Bampton Mr And Mrs Hicks		

- | | | | |
|----|---|---------------------------------------|-----|
| 2. | 24/01733/FUL | Witney West | APP |
| | <p>Construction of a depot building, general storage building and vehicle parking building together with associated works (amended plans).
 Land Southwest Of West Witney Sports Ground Burford Road Witney
 Witney Town Council</p> | | |
| 3. | 24/01977/CND | Witney West | APP |
| | <p>Discharge of condition 4 (detailed surface water drainage scheme) of Planning Permission 23/01206/FUL
 Land West Of Witney North Of A40 And East Of Downs Road Curbridge
 Rachel Whiting</p> | | |
| 4. | 24/01986/FUL | Hailey, Minster Lovell and Leafield | APP |
| | <p>Erection of an industrial unit with 4 bays (amended description).
 Colletts Yard Bushey Ground Minster Lovell
 Mr George Smith</p> | | |
| 5. | 24/01987/CND | Standlake, Aston and Stanton Harcourt | APP |
| | <p>Discharge of conditions 10 (remediation scheme) and 15 (external lighting) of Planning Permission 22/03058/FUL
 Land At (E) 441112 (N) 205508 Stanton Harcourt Industrial Estate Stanton Harcourt
 Bury's Dryanstore Ltd</p> | | |
| 6. | 24/02113/CND | Eynsham and Cassington | APP |
| | <p>Discharge of conditions 4 (surface water drainage scheme), 6 (details of external lighting) and 10 (landscape scheme) of Planning Permission 23/01971/FUL
 Boot Inn Barnard Gate Witney
 Mr Peter Kilborn</p> | | |
| 7. | 24/02125/FUL | Standlake, Aston and Stanton Harcourt | WDN |
| | <p>Part demolition and replacement of two agricultural buildings
 College Farm Yelford Witney
 Mr and Mrs P Hook</p> | | |

8. **24/02393/FUL** Witney East APP
Affecting a Conservation Area
- Installation of a 2 lane enclosed practice cricket facility.
Witney Mills Cricket Club Newland Witney
Tom Jerred
9. **24/02394/FUL** Witney East APP
Affecting a Conservation Area
- Increase in height of the boundary net fence
Witney Mills Cricket Club Newland Witney
Mr Tom Jerred
10. **24/02574/FUL** Bampton and Clanfield APP
Erection of single storey extension to main school building together with removal of existing modular building to create play area with associated landscaping works
Bampton Church Of England Primary School Bowling Green Close Bampton
Mr Tom Fry
11. **24/02619/HHD** Alvescot and Filkins APP
Affecting a Conservation Area
- Erection of two and single storey rear extensions with alterations to existing roof (amended plans)
Elm Cottage Station Road Alvescot
Mr And Mrs Justine And Andrew Garbutt
12. **24/02638/HHD** Witney West APP
Formation of habitable room in roof space with rear dormer and front Velux roof light
22 Snowhill Drive Witney Oxfordshire
Mr And Miss Doyle And Wyatt
13. **24/02643/HHD** Witney North APP
Erection of single storey rear extension with a lean to roof and an open gable end porch, demolition of existing garage and erection of pitched roof garage.
56 New Yatt Road Witney Oxfordshire
James Grant

14. **24/02796/CND** Witney West APP
 Discharge of conditions 6 (lighting design strategy) and 12 (surface water drainage scheme) of Planning Permission 23/03180/FUL
Abbott Diabetes Care Range Road Windrush Industrial Park
 Abbott Diabetes Care Ltd
15. **24/02841/ADV** Witney South APP
 Installation of various non-illuminated signage and one internally illuminated totem sign (part retrospective)
3 - 4 Thorney Leys Park Witney Oxfordshire
 Mr Graham Croft
16. **24/02857/HHD** Standlake, Aston and Stanton APP
 Harcourt
 Affecting a Conservation Area
 Installation of solar photovoltaic panels to be fitted to front and rear roof slopes along with an air source heat pump to be fitted to the side of the dwelling
4 The Close Stanton Harcourt Witney
 Mr James Foster
17. **24/02869/HHD** Brize Norton and Shilton APP
 Erection of a canopy
19 Britius Road Brize Norton Carterton
 Mr Mircea Onciul
18. **24/02882/CLE** Standlake, Aston and Stanton APP
 Harcourt
 Certificate of Lawfulness (existing use of the land and buildings for the storage, maintenance and repair of cars)
Land And Buildings Northeast Of Bankfield Lodge Standlake Oxfordshire
 Mr Bunyan
19. **24/02888/S73** Witney South APP
 Affecting a Conservation Area
 Variation of condition 2 of permission 23/02731/FUL to allow alterations to fencing, roof design of pavilion, design and accessibility of changing rooms, and improvements accessibility to facilities and removal of pedestrian path
The Coffee Shed The Leys Witney
 Mr Jeff Hunter

20. **24/03012/HHD** Carterton North East APP
 Conversion of loft and construction of a rear dormer to create additional living space
1 Humphries Close Carterton Oxfordshire
 Mr Jon Bushell
21. **24/03019/HHD** Standlake, Aston and Stanton APP
 Harcourt
 Erection of a porch and two storey extension to existing garage to create annex
Ashfield 7 Aston Road Brighthampton
 Mr John Skeen
22. **24/03022/S73** Witney North APP
 Variation of condition 2 of Planning Permission 23/03150/HHD to change the lean-to pitched roof to a flat roof
43 New Yatt Road Witney Oxfordshire
 Mrs Charlotte Carlton
23. **24/03025/ADV** Witney South APP
 Affecting a Conservation Area
 Installation of an internally illuminated collar to existing external ATM
21 - 23 High Street Witney Oxfordshire
 Natwest Group
24. **24/02986/FUL** Eynsham and Cassington APP
 Erection of single storey extension.
Algar (electric Motors) Ltd Southfield Place Pink Hill Lane
 Algar (Electrical Motors) Ltd
25. **24/03041/OUT** Bampton and Clanfield APP
 Outline application with all matters reserved to demolish existing garages and erection of 3 dwellings with associated parking and private gardens.
Garages North Of 12 Chandler Close Bampton
 M/S Marissa Yeoman

26. **24/03046/FUL** Witney South APP
Affecting a Conservation Area
- New shopfront window to east elevation, installation of new fire escape double door unit to west elevation along with new steps and platform lift
Units 9-12 Eagle Industrial Estate Witney
27. **24/03055/HHD** Brize Norton and Shilton APP
Conversion and extension of existing garage to create an annex
Woodside Barn Bradwell Grove Burford
Mrs Joanna Dennis
28. **24/03083/FUL** Standlake, Aston and Stanton APP
Harcourt
- Erection of public art sculpture
Land North Of Foxwood Close Aston
Stonewater
29. **24/03095/HHD** Hailey, Minster Lovell and APP
Leaffield
- Erection of a single storey side extension
Chasewood Farm White Oak Green Hailey
Mr F Taylor
30. **24/03135/HHD** Witney North APP
Proposed single story rear extension, replacement roof to store and garage, render finish to walls, timber cladding to walls, all with associated internal and external works
82 Early Road Witney Oxfordshire
Ms L Maltby
31. **24/03155/HHD** Witney East APP
Erection of a single storey front extension
80 Blakes Avenue Witney Oxfordshire
Cottsway Housing Association andrew self
32. **24/03166/FUL** Eynsham and Cassington APP
Construction of goods lift shaft extension
1 - 5 Oasis Park Eynsham Witney
Nikolai Schwabe

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|-----|---|--|-----|
| 33. | 24/03167/CLP | Witney Central | REF |
| | Certificate of Lawfulness (erection of single storey side extension and conversion of existing store into a shed).
9 Dene Rise Witney Oxfordshire
Mr Oliver Bridge | | |
| 34. | 24/03191/HHD | Eynsham and Cassington | APP |
| | Affecting a Conservation Area

Erection of single and two storey extensions and construction of a front porch
20 Orchard Close Eynsham Witney
Mr Edward Boyes | | |
| 35. | 24/03208/HHD | Standlake, Aston and Stanton
Harcourt | APP |
| | Loft conversion to form a habitable room
7 Park Farm Place Northmoor Witney
Mr And Mrs Brangwin | | |
| 36. | 24/03212/CND | Bampton and Clanfield | SPL |
| | APPROVED:-REFUSED:-
Culfre Bampton Road Clanfield
Ms Georgina Pearman | | |
| 37. | 24/03237/NMA | Ducklington | APP |
| | Erection of two storey and single storey rear extension. Changes to fenestration in existing front and side (non-material amendment to change window colour and material and add velux windows)
5 Pound Close Ducklington Witney
Mr Clinton Rudd | | |
| 38. | 24/03240/FUL | Witney Central | APP |
| | Proposed cycle store and associated works
Witney Community Hospital Welch Way Witney
OMBH Partnership NHS Trust | | |
| 39. | 24/03247/HHD | Carterton North West | APP |
| | Erection of a detached garage
Elmstead Arkell Avenue Carterton
Mr And Mrs Bullock | | |

40. **24/03268/CND** Eynsham and Cassington APP
Affecting a Conservation Area
- Discharge of condition 4 (details of windows and doors) of Planning Permission 22/00607/HHD
Bee Cottage Abbey Street Eynsham
Mr Richard Paulin
41. **24/03285/HHD** Alvescot and Filkins APP
Affecting a Conservation Area
- Installation of external ground mounted solar panel array. Installation of associated plant equipment within existing garage outbuilding.
Langford Grange Langford Lechlade
Mr Andrew Johnston
42. **25/00003/PN56** Carterton South P3APP
- Installation of 150 Solar PVs as part of the Schools Energy Efficiency Programme.
Gateway Primary School Netheravon Close Carterton
Mrs Gillian Lock
43. **25/00013/HHD** Ducklington APP
Affecting a Conservation Area
- Replacement of conservatory with single storey flat roof extension.
28 Church Street Ducklington Witney
David Rogers
44. **25/00077/NMA** Hailey, Minster Lovell and APP
Leaffield
- Infill front extension below existing gable roof, raise roof to allow for loft conversion (non-material amendment to allow lower window cill height to rear gable window and enlargement of front gable bedroom window).
Waterbank Mount Skippett Ramsden
Mrs Maya Ellis
45. **25/00127/CND** Ducklington APP
- Discharge of condition 6 (drainage report) of permission 24/02631/FUL
The Bungalow Station Road Bampton
Mr J Stacey

46. **25/00128/PN42** Standlake, Aston and Stanton P4REF
Harcourt
Affecting a Conservation Area

Erection of replacement conservatory to rear elevation (4.5m x 2.2m height to eaves/3.3m max. height).
4 Southlands Aston Bampton
Mr Peter Lambe
47. **25/00137/NMA** Witney West APP

Erection of seventy four dwellings and associated infrastructure (amended plans) - non material amendment to allow change of materials to plot 13 to make it fully stone as opposed to half stone half render.
Land West Of Witney North Of A40 And East Of Downs Road Curbridge
Chetan Solanki
48. **25/00169/CND** Alvescot and Filkins APP
Affecting a Conservation Area

Discharge of condition 4 (joinery details) of Listed Building Consent 23/01825/LBC
Building Known As Stone Barn Home Farm Kelmscott
Mr H Lauder
49. **25/00159/CND** Ducklington APP

Discharge of condition 5 (boundary treatment) of permission 23/01732/FUL
The Bungalow Station Road Bampton
Mr J Stacey
50. **25/00189/CND** Hailey, Minster Lovell and APP
Leaffield

Discharge of condition 12 (details of the access) of Planning Permission 24/01956/FUL
Singe Farm Akeman Street Ramsden
Mr Peter Williams
51. **25/00217/NMA** Brize Norton and Shilton APP

Reserved Matters application for Phase 3A comprising 164 dwellings with associated landscaping, highway and drainage and infrastructure. (Non material amendment to allow facing and detail brick changes for plots 673-678, 681-696 and 704-706)
Land East Of Monahan Way Carterton
Mrs Debbie Young

52. **25/00231/NMA**

Brize Norton and Shilton

APP

Construction of 99 dwellings (to include 35 affordable homes), garages, estate roads and drainage infrastructure (Non material amendment to allow facing and detail brick changes)

Land (E) 429494 (N) 207689 Monahan Way Carterton

Mrs Debbie Young

Lowlands Appeal Decisions

1. Appeal Ref: [APP/D3125/W/24/3349750](#)

Costs Appeal Ref: [APP/D3125/W/24/3349750](#)

Land known as The Ashbed, Ladburn Lane, Shilton, Oxfordshire OX18 4AJ

WODC Ref. 23/02404/FUL

Proposal: The construction of three new detached dwellings and cart lodge style garages.

DISMISSED- Costs awarded in terms please see decision above.

2. Appeal Ref: [APP/D3125/W/24/3344330](#)

Land between Carterton Football Club and Kilkenny Lane, Carterton OX18 1DA

WODC Ref. 24/00538/OUT

Proposal: Development of 5 age restricted dwellings with re-sited access conveyance of part of site as nature recovery network land (revised).

DISMISSED

3. Appeal Ref: [APP/D3125/W/24/3348182](#)

Land Adjacent Butterfield House Little Faringdon Lechlade GL7 3QP

WODC Ref. 23/03172/FUL

Proposal: Erection of agricultural maintenance storage shed.

DISMISSED

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