

Thursday, 30 October 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 November 2025 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Lowlands Area Planning Sub-Committee

Councillors: Andy Goodwin (Chair), Michael Brooker (Vice-Chair), Steve Cosier, Rachel Crouch, Phil Godfrey, Nick Leverton, Andrew Lyon, Michele Mead, David Melvin, Andrew Prosser, Sarah Veasey, Adrian Walsh, Liam Walker 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 - 12)**
To approve the minutes of the previous meeting, held on Monday 13 October 2025.
4. **Applications for Development (Pages 13 - 20)**
Purpose:
To consider applications for development, details of which are set out in the attached schedule.

Recommendation:

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

Pages	Application No.	Address	Planning Officer
13-20	25/00277/FUL	82 Moorland Road, Witney	Clare Anscombe

- 4.1 25/00277/FUL 82 Moorland Road Witney

5. **Applications Determined under Delegated Powers (Pages 21 - 32)**
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 33 - 34)**
Purpose:
To inform the Sub-Committee of any appeal decisions.

Recommendation:

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

7. **Site Visits**
Purpose
To outline sites which in the Officer's opinion, the Sub-Committee should visit prior to the Sub-Committee's determination of that application at a future meeting.

Recommendation

- I. To agree any site visits outlined by officers

(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, 13 October 2025**

PRESENT

Councillors: Andy Goodwin (Chair), Michael Brooker (Vice-Chair), Rachel Crouch, Phil Godfrey, Nick Leverton, Andrew Lyon, Michele Mead, Andrew Prosser, Sarah Veasey, Alistair Wray, Dan Levy and Liam Walker

Officers: Kelly Murray (Principal Planner for Enforcement and Appeals), Clare Anscombe (Career Grade Planner), Tara Hayek (Senior Conservation and Design Officer) and James Nelson (Principal Planner)

Other Councillors in attendance:

61 Apologies for Absence

Apologies for absence were received from Councillors David Melvin, Steve Cosier and Adrian Walsh.

Councillor Dan Levy substituted for Councillor Steve Cosier.

Councillor Liam Walker substituted for Councillor Adrian Walsh.

62 Declarations of Interest

Declarations of Interest were received from the following councillors.

25/01129/FUL Land West of Nursery.

The Chair, Councillor Andy Goodwin, declared that he knew the applicant and would leave the Council Chamber when the application was heard.

Councillor Nick Leverton declared he knew the applicant and would not vote on the application.

25/01606/FUL 6 Marriots Walk, Witney.

Councillors Rachel Crouch and Andrew Prosser as members of the Executive, they would not vote on the application.

25/01782/FUL Windrush Inn, Burford Road, Witney.

Councillor Lyon knew the applicant but was not pre-determined.

63 Minutes of Previous Meeting

The minutes of the previous meeting were queried by a public speaker who attended the Lowlands Area Planning Sub-Committee on Monday 8 September 2025. Democratic Services reviewed the minutes and explained that since minutes of meetings were not recorded verbatim, no changes would be made.

Councillor Michele Mead proposed that the minutes of the previous meeting held on Monday 8 September 2025 be agreed by the Sub-Committee as a true and accurate record. This was seconded by Councillor Rachel Crouch, was put to the vote and agreed unanimously by the Sub-Committee.

The Sub-Committee resolved to:

1. Agree the minutes of the previous meeting held on Monday 8 September 2025.

64 Applications for Development

65 25/01129/FUL Land West Of The Nursery, 6 Oxford Road, Eynsham.

The Chair left the Council Chamber and the Vice-Chair took over proceedings whilst this application was heard.

Clare Anscombe Senior Planner presented the application for the erection of 1 self build dwelling with garage.

The Senior Planner's presentation addressed the following points.

- The members of the sub-committee had attended the site visit before the meeting.
- The site was near St Leonards Church (a Listed Building), and within a scheduled monument site, a national historic site. Special consent should be sought for any works proposed on a scheduled monument site.
- Scheduled ancient monuments are nationally important historic sites that have been given legal protection under the Ancient Monuments and Archeological Areas Act to ensure their preservation.
- The site was screened by shrubbery and there are other Grade II listed buildings close to the site.
- The plot was set back from neighbouring properties. The proposed dwelling would have a garage built at the front. Red brick, render, and a slate tile roof would be used. The height of the proposed dwelling would exceed the neighbouring property.

The Heritage Officer raised the following points:

- Gave a history of the site from the 11th century onwards. An Abbey was previously on the site.
- Historic England had raised concerns and objected to the current proposal. They have stated that the site, a former monastery has exceptional significance.
- The site was a Scheduled Monument, and no archaeological evaluation had been done. There were buried assets where the Abbey had stood that also needed to be taken into consideration.
- The impacts on the listed buildings, St Leonards church and others beyond the site were considered and the proposed application would be harmful to these.
- Future developments were also considered and concerns raised where the site may be diminished.

John Jago, the applicant, addressed the Sub-committee and raised the following points:

- There was no street view from the site. The area was framed from view by housing and gardens along the Oxford Road to the north and a tree-lined recreation area to the east.
- The house the applicant previously lived in, number 6 Oxford Road, and its garden has not created any harm to the scheduled monument, and it was felt by the applicant neither would the proposed self-build house.
- The applicant felt that the proposal would bring a neutral effect to the conservation area and the extensive grounds of the Eynsham Abbey Scheduled Monument.

The Senior Planner's presentation addressed the following points.

- The Council cannot currently demonstrate a five year housing land supply therefore a presumption in favour of sustainable development applied and so Officers were required and consider whether the application of policies in the National Planning Policy Framework that protect areas or assets of particular importance provide a strong reason for refusing the development proposed.
- In doing this, policies relating to designated heritage assets are relevant. This includes the scheduled monument, conservation area and listed buildings. The scheduled monument is legally protected under the Ancient Monuments and Archaeological Areas Act.
- Scheduled monument consent had not been applied for or granted. This consent was required ahead of any ground works being carried out within the site including archaeological investigation.
- Concern had been raised regarding the impact on the significance and setting of St Leonard's Church, The Shrubbery and the conservation area. The church was considered to have a direct historic association to the former Abbey due to development within the rural and undeveloped setting of the shrubbery and due to the

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loss of a characterful part of the conservation area. Historic England considered that insufficient information had been provided when assessing the impacts of the development on the significance of the scheduled monument.

- The archaeological potential of the site had not been tested in the field.
- It was considered that the benefits did not outweigh the harms of the proposed development, and the proposed development was considered to be contrary to legislation, national and local policies. Therefore, the application was recommended for refusal for the reasons set out in the committee report.

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

- Members accepted the strong objection from Historic England and raised concerns that no archaeological assessments had been done.
- Members recognised that the site had been built on from the mid-16th century. The site had been developed since. The Planning Officer confirmed that the developments in the area referred to by members had been granted planning permission some time ago and since then, the policy context had changed, and the application would need to be considered on its merits. There had been objections from Historic England, the Council's Conservation Officer and OCC Archaeology.
- It was acknowledged that the 16th century church and surrounding areas were shielded substantially from the proposed development by trees and by distance.
- Members raised concerns about the archaeological items that could be beneath the site which had not been assessed and the risk to the items if built on.
- Members felt that heritage was important to protect where possible given the reports submitted. Even though the proposed development was small concerns were raised for the future of the site and other incremental changes that could happen.

Councillor Liam Walker proposed the Sub-Committee refuse the application in line with the officer recommendations. This was seconded by Councillor Michele Mead and put to the vote.

Voting Record – 8 for, 1 against, 2 abstentions.

The Sub-Committee **Resolved** to:

1. Refuse the application in line with officer recommendations.

The Chair returned to the Council Chamber and resumed his role of chairing the meeting.

Clare Anscombe, Senior Planner presented the application for the conversion of existing unused unit to create a micro-brewery and taproom / café to include replacement frontage, provision of outdoor seating and extraction/ ventilation/ heating system.

The Senior Planner's presentation addressed the following points.

- The application was before the Sub-Committee due to the site being owned by the Council which is situated at the north end of Marriott's Walk and east of Woodford Way.
- The unit was on a second shopping frontage, with dwellings above.
- The site came within the Witney and Cogges Conservation Area.
- The proposed replacement to frontage included new glazing, new window to kitchen, a double door and sliding folding doors. Framing was to be black or dark grey and a condenser pump unit was proposed on the western elevation. The existing blockwork would be rendered with a smooth finish.
- The proposed use was for a mixed use microbrewery and taproom café with the sale of beer and merchandise for consumption on or off the premises, some live events, the cooking of some foodstuffs to be sold in the cafe and brewing of beer.
- The application stated that ex -services personnel would be mainly employed within the business.
- The proposal would complement the existing shopping offer by driving footfall and provide a unique and locally distinctive experience, positively contribute to the function and vitality of the town centre by making use of an underused space, and celebrate local heritage. The proposed use complied with policies E6 and WIT5 of the adopted local plan.
- The council's environmental health officers were satisfied that the proposed development was acceptable subject to conditions. There were no objections on highway safety, parking or flood risk grounds.
- The proposed design was modern and in the view of Officer's, did not affect the character of the conservation or appearance of the area.
- The application was recommended for approval, subject to conditions.

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

- It was confirmed the application was before the Sub-Committee due to the Council's ownership of the property.
- Members asked the Condition 7 working hours be altered from 8am - 6pm, to 9am-5pm out of respect to the neighbouring residents and to minimise disruption.

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- Clarification was asked about the licensing regarding music. The Environmental Health Officer had asked for a Noise Management Plan which would cover the issue of music on the site.

Councillor Michele Mead proposed that the Sub-Committee approve the application in line with the officer recommendations, with an amendment to Condition 7. Demolition and construction works shall not take place outside the 09.00 hours to 17.00 hours Monday to Friday. This was seconded by Councillor Liam Walker and put to the vote.

Voting Record – 9 for, 0 against, 2 abstentions.

The Sub-Committee **Resolved** to:

- I. Approve the application in line with the officer recommendations, with an amendment to Condition 7. Demolition and construction works shall not take place outside the 09.00 hours to 17.00 hours Monday to Friday

67 25/01782/FUL Windrush Inn, Burford Road, Witney

Ella Charles, Planner presented the application for the erection of a wooden climbing frame (retrospective).

The planners presentation addressed the following points.

- The application had been brought before the sub-committee due to objection from Witney Town Council.
- The site was surrounded by residential development and was accessed via Burford Road to the south. The climbing frame sat to the east of the pub building in the adjacent pub garden. The neighbouring properties ran alongside the pub garden.

David Highton spoke in objection to the application and raised the following points:

- Was speaking on behalf of his neighbour Mrs Kerr as well.
- Asked for the climbing frame to be moved away from their properties and neighbouring properties to a more suitable location.
- Explained that their properties can be looked into from the location of the climbing frame, often older children use the frame. The sound of children can be high pitched.
- The impact on his family and offered a financial contribution to relocate the climbing frame.

Mia Lester, applicant addressed the sub-committee and raised the following points:

- Had liaised with neighbours and shown the brochure of the climbing frame.

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- The frame was designed for children under 10 years old.
- The position had been carefully thought out to enable children to play safely. The garden was fenced and the garden seating is located near the gate access to the garden. This is to enable staff to serve food and drinks to guests without risking accidents with younger children.
- The climbing frame could not be relocated to the rear of the pub due to the angle of the garden and lack of fencing. No company could be found to take on this work due to liability.

The planners presentation addressed the following points:

- The climbing frame was a timber frame construction consisting of timber posts and supporting cross beams. Officers considered the climbing frame to be a moderate, well -designed structure which formed a logical complement to the existing pub garden setting.
- The climbing frame, whilst visible from the street scene, was not considered to give rise to any adverse impacts given the garden's set -back nature and the proportional design of the frame.
- Concerns of the neighbouring properties had been acknowledged however the climbing frame was not a solid or enclosed structure, it was not deemed to result in any significant harm to amenity of adjoining properties in terms of loss of light, overlooking and overbearing matters
- The position of the climbing frame at the front of the adjacent properties, any associated noise impacts were expected to be minimal.
- The proposed climbing frame was considered to be a proportionate well -designed addition to the pub garden which provided a safe place for children to play whilst visiting the pub. The application was recommended for approval.

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

- Members acknowledged the pub owners enhancing the use of the garden for a place for local families to use.
- Members acknowledged the concerns of the speaker and neighbours and suggested that there could be screening to lessen the noise from the garden by way of both owner and neighbours working together.

Councillor Liam Walker proposed the Sub-Committee approve the application in line with the officer recommendations. This was seconded by Councillor Andrew Lyon and put to the vote.

Voting Record - the vote was unanimous.

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The Sub-Committee **Resolved** to:

- I. Approve the application in line with officer recommendations.

68 Applications Determined under Delegated Powers

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

69 Appeal Decisions

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

70 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 the team were fully staffed which had helped with case loads 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 asked that the long term cases documentation was saved to handed over when the Council moved to the unitary system.

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

71 Site Visits

The Principle Planner confirmed there were no site visit reports to consider.

The Meeting closed at 3.15 pm

CHAIR

WEST OXFORDSHIRE DISTRICT COUNCIL

LOWLANDS AREA PLANNING SUB-COMMITTEE

Date: 10th November 2025

REPORT OF THE HEAD OF PLANNING



**WEST OXFORDSHIRE
DISTRICT COUNCIL**

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 100I of the Local Government Act 1972.

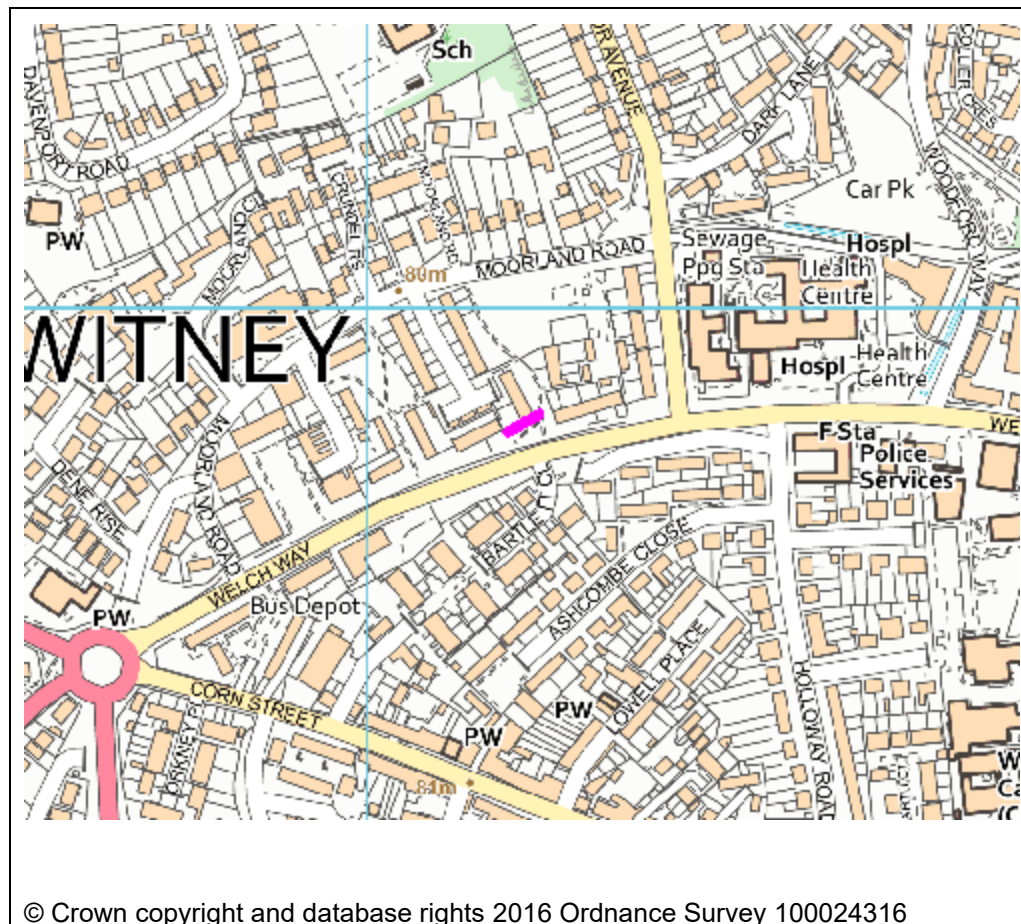
Please note that:

- I. 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

Item	Application Number	Address	Officer
	25/00277/FUL	87 Moorland Road Witney	Clare Anscombe

Application Number	25/00277/FUL
Site Address	87 Moorland Road Witney Oxfordshire OX28 6LT
Date	29th October 2025
Officer	Clare Anscombe
Officer Recommendations	Approve
Parish	Witney Parish Council
Grid Reference	435103 E 209929 N
Committee Date	10th November 2025

Location Map



Application Details:

Change of use of land to extend residential curtilage and erection of a fence

Applicant Details:

Mr Anthony Backhouse
87 Moorland Road
Witney
Oxfordshire
OX28 6LT

I CONSULTATIONS

Parish Council	Objection. Contrary to policy OS2 of the WOLP as it would involve the loss of a prominent and highly visible pocket of open space that makes an important contribution to the visual character and appearance of the area. The grass aids drainage and helps mitigate against surface water flooding. It contributes to the visible, recreational and biodiverse landscape across the town.
WODC Drainage	If no construction work apart from the fence is proposed, I have no other comments to make on this application as there will be no flood risk implications.
District Ecologist	Original Consultation:- Holding objection due to insufficient information on biodiversity.
District Ecologist	Reconsultation:- Holding objection due to insufficient information on biodiversity.
District Ecologist	Reconsultation response dated 15th August 2025:- no objection, subject to informative.
WODC Tree Officer	Reconsultation comments dated 29th September 2025:- No objections.

2 REPRESENTATIONS

2.1 None received.

3 APPLICANT'S CASE

- 3.1 The application is accompanied by a statement summarising changes to the application. This states that the application is for the change of use of land to residential for use as part of 87 Moorland Road in Witney. The area of land is 3m (Width) x 27.61 (Length) and extends the full length of the curtilage of the existing dwelling. The Land is to be used as part of the existing rear garden along which a 6ft fence will extend the length of the dwelling and rear garden. The fence shall be set back from the boundary and screened with native planting to enhance the aesthetic and improve biodiversity.

4 PLANNING POLICIES

OS1NEW Presumption in favour of sustainable development

OS2NEW Locating development in the right places

OS3NEW Prudent use of natural resources

OS4NEW High quality design

H6NEW Existing housing

EH3 Biodiversity and Geodiversity

EH4 Public realm and green infrastructure

EH7 Flood risk

DESGUI West Oxfordshire Design Guide

EH2 Landscape character

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

5 PLANNING ASSESSMENT

- 5.1 The site relates to a strip of amenity land adjoining an existing dwelling in Witney known as 87 Moorland Road. The existing dwelling and garden is located to the north. There are existing footpaths located to the south and east of the site. The site comprises existing amenity grass and lies within Flood Zone 2.
- 5.2 There is no relevant planning history for the site. The application is before members because the Town Council's view is clearly contrary to the Planning Officer's.
- 5.3 The proposed development is for the change of use of land to residential use and the erection of a fence along the boundary as well as planting.
- 5.4 Taking into account planning policy, other material considerations and the comments of interested parties, Officers consider that the main considerations of this application are:
 - Principle of development
 - Impact on the character and appearance of the area and visual amenity
 - Impact on ecology
 - Impact on flood risk
 - Impact on trees
- 5.5 In terms of the principle of development, policy OS2 (Locating development in the right places) of the WOLP (2031) states (inter alia):

'All development should:

- Be of a proportionate and appropriate scale to its context having regard to the potential cumulative impact of development in the locality;
- Form a logical complement to the existing scale and pattern of development and/or the character of the area;
- Be compatible with adjoining uses and not have a harmful impact on the amenity of existing occupants;
- As far as is reasonably possible protect or enhance the local landscape and the setting of the settlement/s;

- Not involve the loss of an area of open space or any other feature that makes an important contribution to the character or appearance of the area;
 - Be provided with safe vehicular access and safe and convenient pedestrian access to supporting services and facilities;
 - Not be at risk of flooding or likely to increase the risk of flooding elsewhere;
 - Conserve and enhance the natural, historic and built environment...'
- 5.6 Policy H6 (Existing housing) of the WOLP 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...'
- 5.7 Policy EH4 (Public realm and green infrastructure) states: 'New development should avoid the loss, fragmentation loss of functionality of the existing green infrastructure network, including within the built environment...'
- 5.8 In terms of the principle of the development and impact on the character, appearance and visual amenity of the area, the land is currently public amenity space which lies between a footpath and existing dwelling. The area of land proposed for residential use is relatively small, covering circa 3m in width and 27.6m in length. 1.8m high open board fencing panels will be erected within this area, set back from the front elevation of the existing property, with native planting along the length of the fence and in the area forward of the existing front elevation. Public amenity space would be retained to the south and the proposal would not compromise the use and functionality of the existing footpath. The site is well-screened from the main road by existing vegetation. Subject to conditions requiring the submission and approval of a landscaping scheme detailing the native planting species, planting heights, and a maintenance plan for the proposed planting prior to the commencement of development, to screen the fence, Officers consider that the proposed development would have an acceptable impact on the character, appearance and visual amenity of the area.
- 5.9 In terms of impact on flood risk, the site lies in floodzone 2. The Council's Flood Risk Management Officer has been consulted and has raised no objection on flood risk grounds on the basis that the proposed development only includes the change of use of the land and the erection of a fence. Therefore, the proposal is considered to comply with policy EH7 of the WOLP and is acceptable on flood risk grounds.
- 5.10 In terms of impact on ecology, the proposed development includes the planting of two small trees, 23 square metres of ornamental shrubs and 19m of native hedgerow. The Council's biodiversity officer has no objections to the revised plans, subject to a BNG informative.
- 5.11 In terms of impact on trees, existing trees fall outside the application site but are within reasonably close proximity of the proposed fence. The application was deferred from the last planning committee meeting partly to consult the Tree Officer. A Fencing Method Statement has since been submitted. The method statement describes how fencing works will be carried out to ensure no damage occurs to existing trees, including their trunks, branches, or root systems. This includes aligning fence posts to avoid trees and root protection zones, no mechanical excavation within root protection zones, and hand-digging where posts are required near or within root protection zones. The Council's Tree Officer has been consulted and has no objections to the proposed development. Therefore, Officers are satisfied that the proposed development would be unlikely to harm features that are important for their visual and amenity value.

- 5.12 At the previous committee meeting, members also asked whether the ownership of the neighbouring amenity land could be clarified. Whilst land ownership is not a material planning consideration, applicants are required to serve notice on any other owners of land that falls within the application site and confirm this in the application form. In this case, the applicant has confirmed that they are not the sole owner of the land to which the application relates and they have confirmed that notice has been served on all other owners, that being Cottsway Housing Association. Therefore, Officers have no concerns in this regard.
- 5.13 In conclusion, the proposed development is considered to comply with key policies OS2, OS3, OS4, H6, EH2, EH3, EH4 and EH7 of the adopted West Oxfordshire Local Plan 2031 and so the application is recommended for approval, subject to conditions.

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 Prior to the commencement of development, a scheme for the landscaping of the site, including the planting of additional trees and/or hedges along the boundaries of the site, shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented as approved within 12 months of the commencement of the approved development or as otherwise agreed in writing by the Local Planning Authority and thereafter be maintained in accordance with the approved scheme. In the event of any of the trees or shrubs so planted dying or being seriously damaged or destroyed within 5 years of the completion of the development, a new tree or shrub of equivalent number and species, shall be planted as a replacement and thereafter properly maintained.

REASON: To ensure the safeguarding of the character, appearance and visual amenity of the area during and post development.

- 5 Prior to the commencement of development, a schedule of landscape maintenance for a minimum period of 5 years should be submitted to and approved in writing by the Local Planning Authority. The schedule shall include details of the arrangements for its implementation. Development shall be carried out in accordance with the approved schedule.

REASON: To safeguard the character, appearance and visual amenity of the area.

- 6 The development shall be carried out in accordance with the submitted Fencing Method Statement

received on 26th September 2025.

REASON: To safeguard existing trees and the amenity of the area.

Notes to applicant

- I BNG INFORMATIVE: Important: the statutory Biodiversity Net Gain objective of 10% applies to this planning permission and development cannot commence until a Biodiversity Gain Plan has been submitted (as a condition compliance application) to and approved by West Oxfordshire District Council. The effect of paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 is that planning permission granted for the development of land in England is deemed to have been granted subject to the condition "(the biodiversity gain condition)" that development may not begin unless (a) a Biodiversity Gain Plan has been submitted to the planning authority, and (b) the planning authority has approved the plan. Advice about how to prepare a Biodiversity Gain Plan and a template can be found at <https://www.gov.uk/guidance/submit-a-biodiversity-gain-plan>.

Contact Officer: Clare Anscombe

Telephone Number:

Date: 29th October 2025

West Oxfordshire District Council – DELEGATED ITEMS

Application Types Key

Suffix

ADV	Advertisement Consent
CC3REG	County Council Regulation 3
CC4REG	County Council Regulation 4
CM	County Matters
FUL	Full Application
HHD	Householder Application
CLP	Certificate of Lawfulness Proposed
CLASSM	Change of Use – Agriculture to Commercial
HAZ	Hazardous Substances Application
PN42	Householder Application under Permitted Development legislation.
PNT	Telecoms Prior Approval
NMA	Non Material Amendment
WDN	Withdrawn

Suffix

LBC	Listed Building Consent
LBD	Listed Building Consent - Demolition
OUT	Outline Application
RES	Reserved Matters Application
S73	Removal or Variation of Condition/s
POB	Discharge of Planning Obligation/s
CLE	Certificate of Lawfulness Existing
CND	Discharge of Conditions
PDET28	Agricultural Prior Approval
PN56	Change of Use Agriculture to Dwelling
POROW	Creation or Diversion of Right of Way
TCA	Works to Trees in a Conservation Area
TPO	Works to Trees subject of a Tree Preservation Order
FDO	Finally Disposed Of

Decision Code

Description

APP	Approve
REF	Refuse
PIREQ	Prior Approval Required
P3APP	Prior Approval Approved
P4APP	Prior Approval Approved

Decision Code

Description

RNO	Raise no objection
ROB	Raise Objection
P2NRQ	Prior Approval Not Required
P3REF	Prior Approval Refused
P4REF	Prior Approval Refused

West Oxfordshire District Council – DELEGATED ITEMS Week Ending 1st October 2025

Application Number.

Ward.

Decision.

I. **25/00037/FUL**

Eynsham and Cassington

APP

Temporary relocation of a construction compound (amendment to previously approved 21/03711/FUL)

Land Parcel North East Of Tar Farmhouse Tar Road Stanton Harcourt

Mr Alan Connolly

- | | | | |
|----|---|-----------------------|-----|
| 2. | 25/00318/FUL | Alvescot and Filkins | APP |
| | <p>Subdivision of the Mill and Mill House to create separate dwellings and associated works. Alterations to the Mill to include a ground floor extension and addition of a small balcony to create a viewpoint of the water wheel (amended plans and description).</p> <p>Little Faringdon Mill Little Faringdon Lechlade
Mr Michael Lewis</p> | | |
| 3. | 25/00319/LBC | Alvescot and Filkins | APP |
| | <p>Internal and external alterations to include the subdivision of the Mill and Mill House to create two separate dwellings along with the erection of a single storey extension and a small balcony to the Mill House. Internal alteration to include changes to each floor layout, addition of staircases and new casement windows. External alterations to include re roofing works, repair works to chimneys and dormer windows, and replacement of rainwater goods and the restoration of the water wheel to working order. Works to include the construction of a glazed screen to surround mill work.</p> <p>Little Faringdon Mill Little Faringdon Lechlade
Mr Michael Lewis</p> | | |
| 4. | 25/00438/FUL | Bampton and Clanfield | WDN |
| | <p>Erection of a new dwelling (self build) with associated works (amended plans)</p> <p>14 Pembroke Place Bampton Oxfordshire
Lauren Genever</p> | | |
| 5. | 25/01047/S73 | Carterton North West | APP |
| | <p>Variation of Condition 4 of Planning Permission 24/02846/S73 to allow the wording of the condition to be changed from Use Class E(b) to Use Class E Commercial, Business and Service. Discharge of Condition 6 (record of installed SuDs and site wide drainage scheme) _</p> <p>11 (residential travel information pack) of Planning Permission 24/02846/S73</p> <p>19 Burford Road Carterton Oxfordshire
Mr Luke Conlon</p> | | |
| 6. | 25/01487/OUT | North Leigh | WDN |
| | <p>Outline application for a single dwelling and access.</p> <p>Providence Cottage New Yatt Road North Leigh
Mr And Mrs David And Susan Reed</p> | | |

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| 7. | 25/01683/FUL | Standlake, Aston and Stanton
Harcourt | WDN |
| Affecting a Conservation Area | | | |
| Erection of office building together with associated landscaping works and change of use from horticulture use to office use. | | | |
| Old Nursery Site South Of Standlake Road Northmoor | | | |
| Mr & Mrs Cope | | | |
| | | | |
| 8. | 25/01693/FUL | Standlake, Aston and Stanton
Harcourt | APP |
| Demolition and replacement of an existing agricultural building | | | |
| College Farm Yelford Witney | | | |
| Mr and Mrs P Hook | | | |
| | | | |
| 9. | 25/01726/S73 | Alvescot and Filkins | APP |
| Affecting a Conservation Area | | | |
| Variation of condition 2 of planning permission 22/03440/HHD to allow changes to internal layouts, fenestration and roof details of extension with adjustments to setting out and height of new garden wall. | | | |
| Bradshaws Kelmscott Lechlade | | | |
| Mr P Goddard | | | |
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| 10. | 25/01730/LBC | Alvescot and Filkins | APP |
| Affecting a Conservation Area | | | |
| Modifications to the main dwelling to include proposed single storey flat roof rear extension. Works to include conversion of attic and insertion of additional roof lights. Conversion of the two existing detached outbuildings to create a self contained unit and a separate gym/home office building. Alterations to existing gated access and garden walls (minor amendments to layout of existing house and extension works). | | | |
| Bradshaws Kelmscott Lechlade | | | |
| Mr P Goddard | | | |
| | | | |
| 11. | 25/01708/PN56 | Standlake, Aston and Stanton
Harcourt | P2NRQ |
| Installation of twenty-two solar panels on the roof | | | |
| The Village Hall Cote Road Aston | | | |
| Mr James Angus | | | |

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| 12. | 25/01767/FUL | Eynsham and Cassington | REF |
| | <p>Installation of 12no. Electric Vehicle (EV) charging spaces, an unmanned amenity unit, associated substation, LV switchboard and ancillary works including alterations to existing access, to form an EV charging hub at the junction of A40 and B4449, with wayfinding totem and fascia signs.</p> <p>Land North East Of Hanborough Road Eynsham
Miss Suzanne Lyon</p> | | |
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| 13. | 25/01768/ADV | Eynsham and Cassington | REF |
| | <p>Construction of internally illuminated wayfinding totem and fascia signs.</p> <p>Land North East Of Hanborough Road Eynsham
Miss Suzanne Lyon</p> | | |
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| 14. | 25/01802/CND | Hailey, Minster Lovell and Leafield | APP |
| | <p>Discharge of conditions 2 (details of windows and doors), 3 (external wall colour), 4 (details of the curtilage), 5 (surface water drainage scheme) and 7 (sound reduction scheme) of Planning Permission 24/02208/PN56</p> <p>The Paddocks New Yatt Witney
Mr & Mrs P Conlon</p> | | |
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| 15. | 25/01815/FUL | Eynsham and Cassington | APP |
| | <p>Affecting a Conservation Area</p> <p>Erection of single storey extension to existing cafe</p> <p>32 - 34 Mill Street Eynsham Witney
Jonathan Bowden</p> | | |
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| 16. | 25/01827/HHD | Witney South | APP |
| | <p>Erection of a single storey front extension and alterations to increase height of existing garage (part retrospective) (amended description)</p> <p>17 Holford Road Witney Oxfordshire
Mr Alex Thompson</p> | | |
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| 17. | 25/01884/S73 | Standlake, Aston and Stanton Harcourt | APP |
| | <p>Variation of condition 9 of permission 22/03058/FUL to allow amendments to operating hours</p> <p>Land At (E) 441112 (N) 205508 Stanton Harcourt Industrial Estate Stanton Harcourt
Bury's Dryanstore Ltd</p> | | |

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| 18. | 25/01896/FUL | Witney East | APP |
| | <p>Insertion of doorway and window into rear wall of existing garage
 34 Compton Way Witney Oxfordshire
 Mrs Helen West</p> | | |
| 19. | 25/01899/FUL | Brize Norton and Shilton | APP |
| | <p>Installation of PV solar panels to the East and West roof slopes of detached garage along with installation of an EV charger to East elevation (Retrospective)
 10 Birch Drive Bradwell Village Burford
 Mr Paul Bradley</p> | | |
| 20. | 25/01921/LBC | Brize Norton and Shilton | APP |
| | <p>Internal and external alterations to install a boiler flue to roof
 18 The Homestead Carterton Road Brize Norton
 Mr Sam McNally</p> | | |
| 21. | 25/01929/CLP | Ducklington | APP |
| | <p>Certificate of lawfulness (Internal alterations and alterations to the facade, solar panels on roof, new roof light, new entrance porch to the rear, construction of a garden shed and minor alterations to existing landscaping)
 2 Orchard Mews Main Road Curbridge
 Mrs Katie Fenton</p> | | |
| 22. | 25/01949/HHD | Witney North | APP |
| | <p>Affecting a Conservation Area</p> <p>Erection of single storey rear extension
 1 Woodstock Road Witney Oxfordshire
 Mr And Mrs Harte</p> | | |
| 23. | 25/01951/CLP | Carterton South | APP |
| | <p>Certificate of lawfulness (to allow removal of existing conservatory and erection of a rear extension with first floor living space)
 4 Butlers Drive Carterton Oxfordshire
 Mr Jason Strong</p> | | |
| 24. | 25/01962/FUL | Carterton North East | APP |
| | <p>Replacement of existing palisade fence with dwarf wall and palisade fence above
 Amy Johnson House Ventura Park Broadshires Way
 C/O Agent</p> | | |

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| 25. | 25/01978/CND | Witney North | APP |
| Discharge of condition 6 (details of access) of Planning Permission 24/03160/HHD
46 Hailey Road Witney Oxfordshire
Mr Ben Philcox | | | |
| 26. | 25/01993/FUL | North Leigh | REF |
| Change of use from a public house to a dwelling.
The Woodman Inn New Yatt Road North Leigh
Mr James Collins | | | |
| 27. | 25/02012/HHD | Eynsham and Cassington | APP |
| Alterations to existing dwelling to include erection of a single storey extension and entrance porch with canopy, changes to fenestration and doorways and the insertion of roof lights, construction of a first floor balcony with pitched roof above and conversion of garage and storage areas to create additional living space
Ambury Close Farm Barnard Gate Witney
Mr and Mrs James and Gemma Lyall | | | |
| 28. | 25/02004/HHD | Bampton and Clanfield | APP |
| Demolition of conservatory and erection of two-storey side extension
16 Ampney Orchard Bampton Oxfordshire
Mr Chris Rogers | | | |
| 29. | 25/02024/HHD | Witney South | APP |
| Erection of single-storey front extension, garage conversion and garden room/store outbuilding
82 Burwell Drive Witney Oxfordshire
Mr & Mrs Day | | | |
| 30. | 25/02026/HHD | Hailey, Minster Lovell and Leafield | APP |
| Demolition of kitchen extension and conservatory, erection of flat-roof rear extension, alterations to elevations, and installation of rooflight
Woodside White Oak Green Hailey
Mr and Mrs J Taylor | | | |

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| 31. | 25/02036/LBC
Affecting a Conservation Area | Eynsham and Cassington | APP |
| | Retrofit of vacuum double glazing into existing late C20 frames on rear elevation (windows and doors).
3 Mill Street Eynsham Witney
Mrs Elaine Lee | | |
| 32. | 25/02039/S73 | Ducklington | APP |
| | Variation of condition 6 of planning permission 19/01047/FUL to allow raising of eaves and ridge height by 2.8m and for the external wall cladding to be extended to ground floor level in place of existing brickwork panels.
Land At New Close Lane Ducklington
Storage Giant Limited | | |
| 33. | 25/02069/HHD | Bampton and Clanfield | APP |
| | Erection of front porch extension with associated internal alterations and construction of a replacement detached garaging
Fernlea Burford Road Black Bourton
Mrs M Thornton | | |
| 34. | 25/02086/HHD | Witney East | APP |
| | Loft conversion including addition of velux rooflights and dormer to front and box dormer to rear.
21 Waterford Road Witney Oxfordshire
Ms Ruth Garcia-Rodriguez | | |
| 35. | 25/02098/CLP | Witney East | APP |
| | Certificate of lawfulness (Formation of habitable room in roof space with the addition of rear dormer and Velux roof light including relocation of flue)
87 Blakes Avenue Witney Oxfordshire
Mr And Mrs Lind | | |
| 36. | 25/02108/HHD | Ducklington | APP |
| | Erection of a single storey front extension
2 Manor Road Ducklington Witney
Mr Alan Townsend | | |

37. **25/02125/HHD** Brize Norton and Shilton APP
Internal and external alterations to install a boiler flue to roof
18 The Homestead Carterton Road Brize Norton
Mr Sam McNally
38. **25/02124/CND** Ducklington APP
Discharge of Condition 11 (full surface water drainage strategy) of Planning Permission 24/03154/FUL.
2 Manor Road Ducklington Witney
Mr Alan Townsend
39. **25/02129/S73** Alvescot and Filkins APP
Variation of condition 3 of permission 24/02816/HHD to change the external finish from pebbledash to Cotswold stone/brick
5 Leys View Langford Lechlade
Mr Liam Barwood
40. **25/02137/CLP** Witney East APP
Affecting a Conservation Area
Certificate of Lawfulness to erect single storey flat roof rear extension to replace existing lean-to sheds.
25 Stanton Harcourt Road Witney Oxfordshire
Mr George Townsend
41. **25/02144/HHD** Witney East APP
Affecting a Conservation Area
Erection of single storey rear extension
150 Newland Witney Oxfordshire
Mr Adam Smith
42. **25/02156/CLP** Bampton and Clanfield APP
Certificate of Lawfulness (erection of single storey flat roof side extension and loft conversion).
16 Manor Lane Clanfield Bampton
Mr Peter Belchamber

43. **25/02286/TCA** Witney Central RNO
Affecting a Conservation Area

T1 Goat Willow - Fell to ground level
Millins Yard 99B High Street Witney
Max Everett
44. **25/02297/TCA** Bampton and Clanfield RNO
Affecting a Conservation Area

I. Poplar - Reduction to previous cuts to maintain shape and safety.
Bampton House Bushey Row Bampton
Mr Daniel Shrimpton
45. **25/02313/CND** Carterton North West APP

Discharge of condition 3 (relating to roof tile sample only) of planning permission
24/02061/FUL.
Elmstead Arkell Avenue Carterton
Mr And Mrs Bullock
46. **25/02334/TPO** Brize Norton and Shilton APP
Affecting a Conservation Area

T1 Yew - reduce by 1m to uniformed shape. Mahonia - trim/prune to improve shape. T2
Maple - remove. T3 Plum - remove. T4 Rowan - remove. T5 Small Beech - remove, replace in
appropriate location. T6 Large Beech closest to house - reduce property side of crown by 3m
and lift to 4m. G1 7 Beech trees - lift to a uniformed height of 4m. T8 Sycamore - lift crown
to uniformed height. T9 Ash - fell tree due to ash die back - replace.
Pump House Shilton Burford
Mr Connor Doe
47. **25/02336/NMA** Carterton South APP

Erection of a two storey front extension (non-material amendment to allow increase in width
of extension from 2.48m to 3.3m). (Part Retrospective).
21 Ashfield Road Carterton Oxfordshire
Miss Nicola Tinson
48. **25/02396/TPO** Witney Central APP
Affecting a Conservation Area

G1- x3 willows on outer edge of island opposite number 10 - pollard down to 1m
G2 - x2 willow - Repollard to previously pollarded points
Street Record Riverside Gardens Witney
Mayne

49. **25/02355/TCA** Standlake, Aston and Stanton RNO
Harcourt
Affecting a Conservation Area

G1 4 lime trees - reducing trees back to previous points.
T1 willow - reducing trees back to previous points
The Dun Cow Standlake Road Northmoor
Mr Matthew Rudge
50. **25/02366/TCA** Ducklington RNO
Affecting a Conservation Area

T1 Walnut, 25% reduction to previous cuts.
T2 Bay tree, 50% reduction away from wall, neighbours drive.
The Old Farmhouse 7 Church Street Ducklington
Mrs Faith Truran
51. **25/02380/TCA** Alvescot and Filkins RNO
Affecting a Conservation Area

G1 - Beech x2 - reduce height by 3.0m and lateral spread by up to 2.0m leaving shaped crown.
The Hollies Hazells Lane Filkins
Mr Forrest
52. **25/02383/TCA** Alvescot and Filkins RNO
Affecting a Conservation Area

T1 = Elm. Remove tree as dead.
T2 = Elm. Remove tree as dead.
T3 = Ash. Dangerous due to fungal infection and decay/rotting. Riddled in woodpecker holes. Limbs are lost when high winds. Recommended to fell tree.
T4 = Beech (Copper). Reduce by 20% all round. General maintenance.
T5 and T6 = Horse Chestnut. Reduce by 15-20% all round and crown lift. Reduce length of unstable low level limb on garden side. General maintenance.
T7 = White Beam. Remove as tree has fallen and ground around tree is raised.
T8 = Hawthorn. Reduce by 2M.
T9 = Ash. Small. No work required.
T10 = Horse Chesnut. No work required.
T11 = Horse Chestnut. No work required.
T12 = Elm. No work required.
T13 = White Beam. No work required.
Lime Tree Cottage The Walk Main Road
Mr Adam Battrick

53. **25/02389/TCA** Hailey, Minster Lovell and RNO
Leaffield
Affecting a Conservation Area
- T1. Willow -Remove lowest branches over thatched roof to provide 3m clearance.
T2. Apple - Remove dead & crossing branches and thin by upto 20%
T3. Apple -Remove dead & crossing branches and thin by upto 20%
T4. Apple - Remove dead & crossing branches and thin by upto 20%. Remove as much mistletoe as possible without causing more damage to crown.
Old Manor Cottage Poffley End Hailey
Mrs Abi King-Underwood
54. **25/02390/TCA** Hailey, Minster Lovell and RNO
Leaffield
Affecting a Conservation Area
- T1 Malus (Apple) - staged reduction over 2 years, remove right-hand limb closest to extension
Rosery Old Minster Lovell Minster Lovell
Rt Hon Jack Straw
55. **25/02449/CND** Witney South APP
Affecting a Conservation Area
- Discharge of conditions 5 (surface water drainage) and 6 (tree protection) of planning permission 25/00800/FUL
Windrush Leisure Centre Witan Way Witney
WODC
56. **25/02486/NMA** Witney South APP
Affecting a Conservation Area
- Decarbonisation scheme with plant on the existing roof and erection of timber clad enclosure around the air source heat pumps (non-material amendment to allow reduction of the overall size of ASHP compound).
Windrush Leisure Centre Witan Way Witney
WODC

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Appeals Report

1. [Appeal A Ref: APP/D3125/C/25/3366181](#)
[Appeal B Ref: APP/D3125/C/25/3366182](#)

Land at Little Willow, Oxford Road, Eynsham OX29 4BT

Appeals against an enforcement notice

Summary of Decisions: The appeals on ground (b) succeed in part, but the Notice is upheld, with corrections, in the terms set out in the Formal Decisions.

Application for an award of costs refused.

2. [Appeal Ref. APP/D3125/W/25/3365499](#)

Shuttles Cottage, Chapel Road, South Leigh, Oxfordshire OX29 6UP

LPA Ref. 24/02415/FUL

Retrospective application to link garden of Shuttles Cottage for access to paddock and use of drive and field access, with associated landscaping works.

Appeal dismissed- no application for costs.

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