

WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of the meeting of the  
**Uplands Area Planning Sub-Committee**

Held in the Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB  
at 2.00 pm on **Monday, 16 December 2024**

PRESENT

Councillors: Julian Cooper (Chair), Mark Walker, Lidia Arciszewska, Andrew Beaney, Roger Faulkner, David Jackson, Rosie Pearson, Elizabeth Poskitt, Geoff Saul and Mike Baggaley.

Officers: Abby Fettes (Development Manager), Rebekah Orriss (Planner) and Emile Baldauf-Clark (Planner), Ana Prelici (Senior Democratic Services Officer) and Anne Learmonth (Democratic Services Officer).

Other Councillors in attendance: Nil.

**62 Apologies for Absence**

Apologies were received from Cllr Adam Clements.

**63 Declarations of Interest**

Declarations of Interest were received as follows

Pg 42, Item 61, 15 Hedge End, Woodstock.

Councillor Poskitt declared that she lived next door to the applicant.

**64 Minutes of Previous Meeting**

The Chair proposed that the minutes of the meeting held on Monday 18 November 2024 were approved by the Sub-Committee. This was seconded by Councillor Andrew Beaney.

The Sub-Committee **Resolved** to:

1. Agree the minutes of the previous meeting held on Monday 18 November 2024 as a true and accurate record.

**65 24/01 177/FUL Land East of Wroslyn Road, Freeland - Site visit Report**

The Chair took the report as read, Councillor Faulkner proposed a site visit on Thursday 16 January 2025 at 9.30am and this was unanimously agreed by the Sub-Committee.

The Sub-Committee **Resolved** to:

Agree to a site visit by members, to be held on Thursday 16 January 2025 at 9.30am.

**66 Applications for Development**

**67 24/02616/HHD 3 Taynton, Burford.**

Rebekah Orriss, Planning Officer, presented the application for the conversion and extension of a summer house to create a self-contained annexe to the main dwelling. (Retrospective). Zara Bayworth, the applicant addressed the Sub-Committee.

The Planning Officer's presentation addressed the following points:

- The application was before the Sub-Committee because the Parish Council had objected. Councillor Hugo Ashton had also called in the application.
- The design and materials used were in keeping with the original building and the extension was a minor addition to the building.
- A condition was included for the window facing the neighbouring property to be obscured glazing to prevent overlooking.
- The building was not visible from the street and did not impact the street scene.
- The change of use to an ancillary annexe was considered a commensurate use however a condition was included to prevent future use as a separate property. Any further change would require a separate application.
- Oxfordshire County Council Highways had not objected to the application.
- The application complied with policies OS2, OS4, H6 and the recommendation was for approval.

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

- Members asked for clarification on objections from the Parish Council.
- Clarification was sought on whether the window in the extension overlooked the neighbour's property. A condition had been included to have the new window fitted with obscured glazing, but the separation distance between other neighbouring dwellings was considered too great to cause overlooking to the south.
- Members asked for the history of the planning permission on the building. The planner confirmed that the plans for the summer house had been approved in 2014.
- Members asked for clarity regarding the use of the building being changed to a holiday let if the property was sold on. The planning officer confirmed that any new use of the building would have to be covered by a new application for change of use.

Councillor Geoff Saul proposed that the application be approved in line with officer recommendations. This was seconded by Councillor Mark Walker and was put to the vote and was agreed unanimously.

The Sub-Committee **Resolved** to:

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

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#### **24/02176/FUL High Meadow, Westhall Hill, Fulbrook.**

Emile Baldauf-Clark, Planning Officer, presented the application for the erection of a replacement dwelling with detached double garage, reworked driveway and landscaping. (Amended plans and description).

The Planning Officer's presentation addressed the following points:

- An application was made in early 2024 for the erection of a replacement dwelling. This was refused on design and biodiversity grounds.

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- The applicant has worked with the design officer and conservation officer to meet the key considerations to amend the application.
- The application was before the Sub-Committee due to objections from the Parish Council, which who had concerns about the size of the proposed dwelling.
- The site was within the Cotswold National Landscape and is in flood zone 1.
- The demolition of the existing dwelling would not impact the local area as it has no architectural merit. Local materials would be used in construction of the proposed dwelling and would not harm the appearance of the local area.
- Oxfordshire County Council Highways had not objected to the proposal subject to a condition for parking on site, to be used for parking only to ensure road safety.
- The recommendation was for the application to be delegated back to the officer to work with the ecology officer to resolve issues in regard to Biodiversity Net Gain, for the application to be approved.

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

- Members asked for clarification regarding the height and scale of the proposed dwelling. The Parish Council had objected to the height of the proposed dwelling; however, the applicant had amended the application to address this. There were no objections from the public.
- Members were concerned about the access to the upper floor of the garage and what level the land was in comparison to the access. The officer explained that the land levels were higher behind the garage and used the presentation slides to show where the access was.
- Members asked for clarification on whether the accommodation above the garage could be used as a separate dwelling such as for Air BnB accommodation. The officer confirmed there was a condition that the accommodation could only be used as ancillary and not as a separate dwelling.
- Members asked for clarification on water usage and if solar panels had been considered when considering materials and design. The officer brought members attention to conditions and explained that a maximum water consumption of 110 litres use per person per day was included in the conditions to improve the sustainability of the dwelling. Solar panels had not been considered as part of the application.

Councillor Lidia Arciszewska proposed to approve the application in line with the officer's recommendations. This was seconded by Councillor Roger Faulkner and was put to the vote and was agreed unanimously.

The Sub-Committee **Resolved** to:

1. To approve the application in line with the officer's recommendations.

**69 Applications Determined under Delegated Powers**

The report giving details of applications determined under delegated powers was received, explained by planning officers and noted by the Sub-Committee.

**70 Appeal Decisions**

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

The Meeting closed at 2.49 pm

CHAIR