

## 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, 18 August 2025**

#### PRESENT

Councillors: Julian Cooper (Chair), Mark Walker (Vice-Chair), Lidia Arciszewska, Mike Baggaley, Andrew Beaney, Roger Faulkner, Elizabeth Poskitt, Geoff Saul and Tim Sumner

Officers: Stephanie Eldridge (Principal Planner), Clare Anscombe (Senior Planner), Emile Baldauf-Clark (Planner), Rebekah Orriss (Planner), Mathew Taylor (Democratic Services Officer) and Anne Learmonth (Democratic Services Officer).

Other Councillors in attendance: None.

#### **22 Apologies for Absence**

Apologies for absence were received from Councillor Adam Clements, Councillor David Jackson, Councillor Genny Early and Councillor Andy Goodwin.

Councillor Tim Sumner substituted for Councillor David Jackson.

#### **23 Declarations of Interest**

Declarations of Interest were received as follows:

25/00333/OUT Land East of Wroslyn Road, Freeland.

Councillors Faulkner and Arciszewska declared that the Wroslyn Road application was in their ward.

#### **24 Minutes of Previous Meeting**

Page 13, The Chair asked that the time of the site visit be removed as it was not decided at the meeting.

The Chair proposed that the minutes of the previous meeting held on Monday 21 July 2025 be agreed by the Sub-Committee as a true and accurate record. The was seconded by Councillor Roger Faulkner, was put to the vote and agreed by the Sub-Committee.

The Sub-Committee Resolved to:

- I. Agree the minutes of the previous meeting held on Monday 21 July 2025 as a true and accurate record.

#### **25 Applications for Development**

#### **26 24/005921/FUL Land and Barns South of Mill Farm, Widford, Burford.**

Clare Anscombe, Senior Planner, presented the application for the conversion of existing buildings to provide an office and dwelling (live-work accommodation) with associated works and landscaping. Alterations to existing access (amended plans).

The Senior Planner's presentation addressed the following points:

- The Senior Planner drew the Sub-Committee's attention to the Additional Representations report. The Biodiversity Officer had been consulted and had no objections to the application.

## Uplands Area Planning Sub-Committee

18/August2025

- The site is within the hamlet of Widford, consisted of two former agricultural barns and hard standing. Within the Cotswold National Landscape and residential dwellings were beside the site.
- The application was before the Sub-Committee due to objections from the Parish Council.
- The proposed development would convert the existing buildings to provide an office and a 3-bedroom dwelling with associated works and landscaping, including alterations to the existing access.
- Part of the barn would be demolished to allow for parking to be provided. 3 parking spaces would be provided and bicycle storage.
- The materials to be used included glazing with perforated steel sheet cladding. The original position of the barns would be retained.

Mike Hayson on behalf of, Residents of Widford addressed the Sub-Committee and raised the following points;

- The proposed development was in a rural area and proposed materials were not in keeping with the surrounding properties and character of the area.
- The square footage of the proposed dwelling was excessive and dominated the neighbouring properties.
- No public transport would result in more cars to the site and the site access was unsuitable for large vehicles.

Lisa Harrop, Widford Parish Council addressed the Sub-Committee and raised the following points;

- Widford was a hamlet with no transport or amenities so any future residents would be reliant on cars, as would any employees.
- The design and proposed materials were not in keeping with the landscape and character of the area.
- From an ecological perspective there was limited data on Great Crested Newts.
- A smaller scheme would reduce harm.

Members asked about objections to the original scheme. Lisa Harrop explained that after the Parish Council's discussions with residents, concerns were raised over size and provision of parking and over development. The Parish Council requested comments from Oxfordshire County Council (OCC) highways but did not receive a response.

David Burson, agent for the applicant, addressed the Sub-Committee and raised the following points;

- The development was for a family with an office to support the business currently located in Burford, this would create a better work life balance.
- The Council could not demonstrate a 5 Year housing land supply; the proposed development would provide housing and reuse an existing building.

## Uplands Area Planning Sub-Committee

18/August2025

Members asked about the benefits of moving the family's business from Burford to a more rural location. David Burson explained that the development would give security to the business and create a better work life balance with the house providing a home for the family alongside an office to run the business. The owners of the development were invested in the area and keen to stay in the area long term.

Councillor Rosie Pearson, Ward Member for Brize Norton and Shilton, addressed the Sub-Committee which raised the following points;

- The access to the site was quite tight with a public right of way used by farm vehicles.
- Previously the barns had been considered for storage use, however there was a question on how this had been marketed.
- The Sub-committee should consider a site visit.
- If the Sub-Committee was minded to approve the application, would the Sub-Committee consider a condition for the office space to be for ancillary use only.

The Senior Planner's presentation addressed the following points:

- The last use of the barns and part of the hardstanding area was for lawful storage use and this forms a baseline against which the application had been considered .
- The Council cannot demonstrate a 5 year housing land supply and, the development would therefore contribute to meeting the district's housing needs.
- The continued use of the barns for storage would result in more traffic to the site. There would be benefits to ecology and employment.
- There were no objections from highways and ecology. Parking was not an issue on the site.
- The building of the dwelling and office would enhance the character of the current site and create ongoing employment in the area.
- The application was recommended for approval.

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

- Members acknowledged that a site visit would not be beneficial due to no objections from OCC Highways. The parking would be used for the residents of the property and the employees of the business.
- Use of the office for an architectural business would result in less traffic than business use for storage.
- Concerns were raised over the proposed materials, change from timber to steel, drainage, asbestos and the future use of the office which could change to being a living area. The Senior Planner confirmed that the change of materials reflected the original materials of the barns and so in their view, would conserve the character and appearance of the area. Further, details of surface water drainage could be controlled by condition and matters relating to asbestos were not relevant considerations as there was separate legislation controlling this. Officers also advised that a condition could be imposed requiring the dwelling to be occupied in association with the business if members were minded to.

18/August2025

Councillor Lidia Arciszewska proposed the Sub-Committee approve the application with a condition that the dwelling should be occupied in association with the business. This was seconded by Councillor Mark Walker and put to the vote.

Voting Record – unanimous

The Sub-Committee resolved to:

- I. Approve the application with a condition that the dwelling should be occupied in association with the business.

27

## **24/02171/FUL Land North of Woodstock Road, Charlbury**

Mike Cassidy, Principal Planner, presented the application for the erection of twenty six dwellings (including 46% affordable housing), the provision of public open space and landscaping, demolition of the existing garages and provision of new vehicular access via Woodstock Road and pedestrian access to Hughes Close and associated works.

The Principal Planner's presentation addressed the following points:

- The application was for 26 new dwellings of which 46% would be affordable housing. Garages on the site would be demolished and new vehicular and pedestrian/cycle accesses created.
- The site was on the South East side of Charlbury in the Charlbury Conservation Area and Cotswolds National Landscape (AONB). The site adjoins existing residential development on Hughes Close, Little Leas and Woodstock Road.
- The site is bounded on all sides by trees and hedgerows, some of which are protected by a Tree Preservation Order (TPO) some 50 years old.
- A previous refused application had been dismissed on appeal with the Inspector raising concerns in relation to adverse landscape impacts upon the Cotswolds National Landscape (CNL); poor quality design and layout with areas dominated by hard landscaping; a lack of surveillance to some plots resulting in a 'fear of crime' and lack of favourable living conditions for future occupiers; adverse impact on the Charlbury Conservation Area; and adverse impact on the neighbouring property, No.36 Little Leas, by reason of being visually overbearing only 2 metres from boundary, with a loss of outlook and daylight.
- The application had been reduced by 2 houses to 26 dwellings and a wider tree/hedge planted boundary included with a buffer zone and managed landscaping. The building/plots closest to Little Leas had been pulled further back from the northern boundary and re-orientated to address the concerns regarding loss of outlook and daylight raised by the appeal Inspector.
- The proposal includes a mixture of 1, 2, 3 and 4 bedroom dwellings with 12 affordable housing units (46% of the total) proposed.
- In the appeal decision, the Inspector noted there was no substantive evidence the trees originally protected by the TPO (some 50 years old) remained on site. Moreover, nearly three quarters of trees on the site were of low quality showing signs of disease and decay with limited life expectancy. The proposal would remove these trees and replace them with new tree planting of much better quality.

Councillor Kenrick, Charlbury Town Council addressed the Sub-Committee and raised the following points;

- The Town Council had engaged with the application in detail and information could be found online.
- Concerns regarding surface water drainage had been raised by Thames Water, which highlighted the need for the provision of rainwater capture and greywater recycling within the development.
- The need for provision of defibrillators which the Council could not see this in the application.

Grant Bayliss, agent for the applicant, addressed the Sub-Committee and raised the following points;

- The site offered 26 new homes of which 46% were affordable – 12 houses.
- The applicant was a family run business who worked closely with Cottsway Housing Association.
- Local materials would be used for construction of the site with landscaping and buffer zone.
- There would also be a play space as part of the S106 agreement with provision of a defibrillator.

The Principal Planner's presentation addressed the following points:

- Points raised by Councillor Kenrick concerning rainwater harvesting and greywater recycling could be covered by an amendment to condition 17 (surface water drainage) with reference being added to include details of rainwater harvesting and Greywater recycling to be agreed.
- Whilst there was no planning policy which covered the provision of a defibrillator, given this had been agreed between the town council and applicant it could be secured as part of the enhancement of the existing off-site play space facility in Charlbury as part of the S106 agreement. An additional informative was suggested relating to the provision of a Defibrillator, as part of the enhancement of existing off-site play space facilities in Charlbury contribution, to be secured by S106 legal agreement.
- Parking provision was based on being accessible and close to dwellings, however a parking allocation plan could be provided and secured by condition. This was not considered to be necessary by officers.

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

- The use of solar panels on the housing and use of renewable energy were not included in the application. The Principal Planner confirmed that whilst no solar panels are proposed, EV chargers would be included and the use of air source heat pumps for the heating and domestic hot water system.
- Previous comments by Thames Valley Police regarding the design and layout of the site. It was confirmed that the applicant had amended the layout which made it more secure to the satisfaction of the Police.

18/August2025

- Concerns about the trees and preservation. It was confirmed that many of the trees had self-seeded due to the site not being managed extensively. The trees to be removed were dying and of low quality. There was a complete biodiversity plan provided to be secured by condition.
- The building/plots closest to the boundary with Little Lees had been pulled back almost the width of 2 gardens to prevent it appearing visually overbearing and resulting in a loss of outlook and daylight into the houses on Little Lees.
- Provision of garages, carports and sheds to lock away cycles had been included.

The Chair proposed that the Sub-Committee approve the application in line with the officer recommendation and subject to an amendment to condition 17 (surface water drainage) to include reference to rainwater drainage and greywater harvesting and an additional informative relating to the provision of a Defibrillator, as part of the enhancement of existing off-site play space facilities in Charlbury contribution, to be secured by s106 legal agreement. This was seconded by Councillor Geoff Saul, put to the vote and agreed by the Sub-Committee.

Voting Record – Unanimous

The Sub-Committee resolved to:

- I. Approve the application in line with the officer recommendation and subject to an amendment to condition 17 (Surface water drainage scheme) to also include reference to provision for rainwater drainage and greywater harvesting and an additional informative relating to the provision of a Defibrillator, as part of the enhancement of existing off-site play space facilities in Charlbury contribution, to be secured by s106 legal agreement..

**28**

### **25/00333/OUT Land East of 87-123 Wroslyn Road , Freeland**

Stephanie Eldridge, Principal Planner, presented the application for the erection of up to 60 dwellings (Use Class C3), allotments, car parking and site access, plus open space, landscaping, associated engineering works and infrastructure (all matters reserved except means of access). (Amended parameter plan).

The Principal Planner's presentation addressed the following points:

- The removal of objection from OCC regarding the highway, as set out in the additional representations report.
- The site was for 60 residential dwellings with provision of 50% affordable housing. The site was a significant distance from the listed buildings in the parish.
- The application was before the Sub-Committee due to objections from the Parish Council.
- The site would sit behind a mixture of modern house designs and would form a logical compliment to the edge of the village. The site would provide a community orchard, allotments and parking for 25 cars for school drop off and pick times.

## Uplands Area Planning Sub-Committee

18/August2025

Councillor Crocker, Freeland Parish Council addressed the Sub-Committee and raised the following points;

- The farmland opposite was a green corridor.
- The Parish Council had concerns about the capacity of the sewage works at Church Hanborough.
- Access of a footpath would require part of the hedgerow to be removed.
- Parking provision would urbanise the character of the village.
- There were concerns about flooding and the erosion of the gap between Long Hanborough and Freeland villages.

Nigel Pugsley, agent for Pye Homes addressed the Sub-Committee and raised the following points;

- Pye Homes partnered with Blenheim Estates in 2018, the current application was for 16 hoes with parking and access and would provide housing to meet the needs in the area with 50% of affordable housing included with a careful design to preserve the green gap and ecology.

The Principal Planner's presentation addressed the following points:

- The Council cannot demonstrate a 5 year housing land supply and using the tilted balance the application is considered to be acceptable.
- The application was within the north side of Wroslyn Road and complimented the existing pattern of development, the semi-rural character of the village would be preserved and there would be limited impact on the landscape.
- The site would include provision for school parking, with a car park management plan to ensure the correct usage.
- Local amenities included a bus service to and from the train station and neighbouring towns.
- Financial contributions for the Parish Council were not yet agreed but could be delegated to officers subject to conditions working with the Parish Council for S106 contributions.
- The application was recommended for approval.

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

- Concerns about the modest size and rural character of the village being over developed. 60 houses would undermine the proportion and scale of the village. Concerns about the sewage capacity within this area.
- Concerns about ancient woodlands and the ecology corridors of the river Evenlode to Witney and the need to protect these areas.
- The need for affordable houses for younger generations who wish to remain in the village. The continued support for the school.

18/August2025

- The heritage and historical environment with a focus on archaeological investigations in the area.
- The Principal Planner confirmed that there would be a biodiversity net gain provided by a secured legal agreement. Acknowledgement of reoccurring sewage concerns and issues, however the Environment Agency did not object to the application and Grampian conditions could be included.
- For access to the woodland an informative could be added.

Councillor Lidia Arcizsewska proposed the Sub-Committee refuse the application against officer recommendations . This was seconded by Councillor Mark Walker and put to the vote.

Voting Record – For refusal 3; Against refusal 5; Abstention 1 - the vote fell.

Councillor Geoff Saul proposed the Sub-Committee approve the application to include a condition for the flexibility of the layout of public open space/allotments/parking areas. This was seconded by Councillor Andrew Beaney, put to the vote and agreed by the Sub-Committee.

Voting Record – For approval 5; Against approval 3; Abstention 1.

The Sub-Committee resolved to:

1. Approve the application to include a condition for the flexibility of the layout of public open space/allotments/parking areas .

The Chair advised that the Sub-Committee had further applications to consider which would take the time over the 3 hour time limit for the meeting and proposed that the Sub-Committee vote to extend the meeting time by 1 hour. This was unanimously agreed by the Sub-Committee.

**29**

### **25/01227/OUT Broadstone Farm, Charlbury**

Emile Baldauf-Clark, Planner, presented the application for the outline planning permission (with some matters reserved except for means of access and layout) to demolish the existing agricultural building and erection of a self-build dwelling house with associated operations.

The Planner's presentation addressed the following points:

- The application was before the Sub-Committee due to objections from the Parish Council.
- The site was on the edge of Charlbury and within the Cotswold National Landscape and the Charlbury Conservation Area.
- The current buildings on the site would be removed and replaced with a modern self-build dwelling.
- The design would have an L shaped footprint that would sit comfortably within the plot although it would be slightly larger than the current building.



18/August2025

- The proposed dwelling would be a single storey wooden clad barn style design with a flat roof extension. Materials used would be wooden cladding and natural stone.

Mr Blakesley-Grimes, applicant, addressed the Sub-Committee which raised the following points;

- The house would be for the applicant's family who have lived in Charlbury for 15 years.
- The new design would enhance the conservation area.
- Due to the family plans to live in the dwelling there would not be further development on the site.

The Planner's presentation addressed the following points:

- The Council could not demonstrate a 5 year housing land supply. The application was in line with policy OS2.
- The design was modest and did not encroach on the surrounding countryside. The site was well screened.
- There would be short term economic benefits whilst the dwelling was being constructed.
- The application was recommended for approval with the decision delegated back to officers to secure the legal agreement regarding self-build status.

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

- The Sub-Committee agreed that the application was a development with merits and encouraged self-building.
- Comments from the Conservation Officer were positive however there was no up to date information on self-build targets.

Councillor Mark Walker proposed the Sub-Committee approve the application in line with officer recommendations. This was seconded by Councillor Lidia Arcizsewska, put to the vote and agreed by the Sub-Committee.

Voting record – Unanimous

The Sub-Committee resolved to:

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

## **25/01319/LBC Feathers Hotel, 16-20 Market Street, Woodstock**

Rebekah Orriss, Planner, presented the application for the addition of 2 poles and flags.

The Planner's presentation addressed the following points:

- The application proposed two flag poles on the front elevation of the hotel above the main pedestrian entrance.

## Uplands Area Planning Sub-Committee

18/August2025

- The application was objected to by the Conservation and Design Officer due to size of the flagpoles which would cause harm to the historic and architectural design of the building.
- The scale of the flag poles was not in keeping with the hotel style and an incongruous addition to the frontage of the building giving a cluttered appearance and did not preserve the character of the building.
- The application was recommended for refusal.

Councillor Elizabeth Poskitt proposed the Sub-Committee refuse the application in line with the officer's recommendations. This was seconded by Councillor Roger Faulkner and put to the vote.

Voting Record – For Refusal 7; Against Refusal 2; Abstentions 0.

The Sub-Committee Resolved to:

- I. Refuse the application in line with the officer's recommendations.

### **31 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.

### **32 Appeal Decisions**

There were no appeal decisions since the previous Uplands Area Planning Sub-Committee.

The Meeting closed at 5.26 pm

CHAIR