



WEST OXFORDSHIRE  
DISTRICT COUNCIL

## WEST OXFORDSHIRE DISTRICT COUNCIL

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| Name and date of Committee | <b>Uplands Area Planning Sub-Committee:<br/>Monday 17 March 2025</b>   |
| Subject                    | <b>Progress on priority enforcement cases</b>  |
| Wards affected             | As specified in <a href="#">Annex A</a>  |
| Accountable officer        | Abby Fettes, Development Manager<br>Email: <a href="mailto:abby.fettes@publicagroup.uk">abby.fettes@publicagroup.uk</a>  |
| Author                     | Kelly Murray, Principal Planner (Enforcement and Appeals)<br>Tel: 01993 861674 Email: <a href="mailto:kelly.murray@westoxon.gov.uk">kelly.murray@westoxon.gov.uk</a> |
| Summary/Purpose            | To provide an update on progress in respect of priority enforcement investigations.  |
| Annex                      | <a href="#">Annex A</a> – Schedule of cases (Sections A to C)  |
| Recommendation             | That the progress and nature of the outstanding enforcement investigations detailed in Sections A – C of <a href="#">Annex A</a> be noted.                           |
| Corporate priorities       | N/A  |
| Key Decision               | N/A  |
| Exempt                     | No   |

## **I. BACKGROUND AND MAIN POINTS**

- 1.1. [Section A](#) of Annex A contains cases where the requirements of a formal notice have not been met within the compliance period ([page 3](#)).
- 1.2. [Section B](#) contains cases where formal action has been taken but the compliance period has yet to expire ([3](#)).
- 1.3. [Section C](#) contains cases which are high priority but where the expediency of enforcement action has yet to be considered ([5](#)).
- 1.4. The Sub-Committee should be aware that the cases included in this update constitute only a small number of the overall enforcement caseload across the District, which at the time of writing consists of 251 live cases. The high priority cases for both Uplands and Lowlands constitute approximately 13% of the total caseload.

## **2. FINANCIAL IMPLICATIONS**

- 2.1. There are no financial implications resulting from this report.

## **3. ALTERNATIVE OPTIONS**

- 3.1. Not applicable, as the report is for information.

## **4. BACKGROUND PAPERS**

- 4.1. None

**SECTION A – PROGRESS ON CASES WHERE THE REQUIREMENTS OF A FORMAL NOTICE HAVE NOT BEEN MET WITHIN THE COMPLIANCE PERIOD**

The cases listed in the following section are those where a notice has been served and the requirements have not been met within the compliance period or there has been an unauthorised display of advertisements. This means that an offence is likely to have been committed and that the Council need to consider the next steps to secure compliance. In some cases this will entail the initiation of legal proceedings to bring about a prosecution.

| <b>Site Address and Case No.</b>     | <b>Unauthorised Development</b>   | <b>Notes</b>   | <b>Update/Action to be taken</b>   |
|--------------------------------------|---|--|--|
| The Wychwood Inn, Shipton-U-Wychwood | Unauthorised lean-to and outbuildings. Pub part grade II listed and in conservation area. | A retrospective application was submitted for part of the unauthorised development. An enforcement notice served last year required implementation of the permission and removal of the unauthorised building. | <b>Most of the necessary works have been completed but part of the unauthorised development has not yet been removed as required. Officers are in discussion with the owners as to the next steps.</b> |

**SECTION B – PROGRESS ON ENFORCEMENT INVESTIGATIONS WHERE FORMAL ACTION HAS BEEN TAKEN.**

The cases listed in Section B are ones where a notice has been served but the compliance date has not yet passed or where an appeal has been made.

| <b>Site Address and Case No.</b>                     | <b>Unauthorised Development</b>                       | <b>Notes</b>  | <b>Update/Action to be taken</b>   |
|--|---|---|--|
| Chalford Paddocks                                    | Change of use of part stables to living accommodation |   | <b>The Council served an enforcement notice in November last year. This is now the subject of appeal.</b>  |
| Diddly Squat Farm, Chipping Norton Road, Chadlington | Unlawful material change of use.                      | An enforcement notice was served in August 2022 which was part upheld and temporary | <b>There remain concerns about traffic management in high-season however this is outside of WODC's control. The site is being monitored as is the overflow parking area.</b> |

|                                |   |  |   |
|--------------------------------|---|--|---|
|                                |   | consent granted for the change of use and associated parking.  |   |
| West End Farm, Chipping Norton | Unauthorised hardstanding                       | The hardstanding was originally built without permission as the base for a new barn. An enforcement notice was served and was not appealed.  | <b>Officers consider the harm to have been satisfactorily remedied. The case will now be closed.</b>  |
| Netherby Farm, Swerford        | Unauthorised residential occupation of caravan. | Members resolved on the basis of the information then available to refuse planning permission for temporary residential use.<br><br>The Council served an enforcement notice in May 2022 which was appealed. | <b>New evidence on viability of the developing farming business was provided to support an application for temporary residential use. This has been approved for a 3-year period. At the end of that time, the future of the business will be reassessed to determine whether there is an ongoing need for a permanent residential presence. For now, the planning breach having been regularised, the case will be closed.</b> |

**SECTION C – PROGRESS ON OTHER ENFORCEMENT INVESTIGATIONS IDENTIFIED AS BEING HIGH PRIORITY**

| <b>Site Address and Case No.</b>              | <b>Unauthorised Development</b>  | <b>Notes</b>  | <b>Update/Action to be taken</b>  |
|---|--|---|---|
| The Beeches, Old London Road, Chipping Norton | Car park extension.<br>Additional caravans located on the periphery of the site.<br><br>Extension of the site to the south of the site access. | There are ongoing non-planning issues on the site that are being investigated by other services within the Council and other agencies.  | <b>No update at present.</b>  |
| 20 Taynton                                    | Listed building at risk  | Dwelling and barn both Grade II listed.<br><br>The Council's Conservation Officer was satisfied with the re-thatching of the roof which was carried out on a "like-for-like" basis. | <b>The house and barn were listed for sale earlier this year and it is our understanding that they will be sold. Their condition continues to be monitored.</b> |
| 121 High Street Burford                       | Listed building in poor state of repair  |   | <b>Maintenance works have been taking place and officers are monitoring the situation.</b>  |
| Track at Tracey Lane Great Tew                | Unauthorised track created   | Amended retrospective application seeking to address archaeological and landscape issues was approved and then varied by a subsequent permission.                                   | <b>Officers are satisfied that the harm has been remedied. The case will now be closed.</b>   |

| Site Address and Case No.                      | Unauthorised Development   | Notes  | Update/Action to be taken   |
|--|--|--|---|
| 14 Park Street Woodstock                       | Internal and external operations being carried out without consent.  | Listed building being converted to residential use. Former Barclays bank.  | The Conservation Officer has confirmed that she considers the new windows to be satisfactory. The case will now be closed.  |
| Barwood Homes, Tackley                         | Elevated footpath  | Officers negotiated an amended landscape scheme in order to ameliorate the impact of the footpath.                                   | Officers consider the landscaping to have been carried out in accordance with the approved scheme. The case will now be closed.   |
| Land adj Burleigh Lodge Cassington Road Bladon | Laying of hardstanding for use as car park. Use of woodland for commercial forest school.                        | Part of the affected land is designated as "ancient woodland".<br><br>Retrospective applications were refused and appeals dismissed. | The use has ceased and officers are negotiating a deadline for the hardstanding to be removed.  |
| The Harrow Inn Enstone                         | Deviations from permission (14/1140/P/FP); unlawful car repair use; structure on boundary selling takeaway food. | The pub has been under conversion for some time.   | Officers have visited site on a number of occasions and are in discussion with the occupier. We understand the car repair use has now ceased. Having recently written a formal letter requesting certain steps to be taken, we are continuing to monitor the situation.   |
| Farmer's Dog public house, Asthall             | Unauthorised parking and marquee.  |  | There are ongoing discussions with the owners of the pub and with the County Council in relation to parking for visitors to the site.   |
| The Bull Inn Charlbury                         | Erection of new flue on the building, canopy over seating area, changes to                                       | This is a grade II listed building that has in the recent past (and under different ownership) been subject to enforcement action.   | Planning permission and listed building consent have now been granted for certain internal and external works to the main building and for an external structure. Officers are negotiating next steps with regard to other matters, including storage on part of the car park and it is hoped to reach a solution without the need for formal enforcement action. |

| Site Address and Case No.                  | Unauthorised Development                         | Notes   | Update/Action to be taken  |
|--|--|---|--|
|  | car parking and other works.                     |   |  |
| The Bell Inn<br>Charlbury                  | Unauthorised works to grade II listed building   | A retrospective application was submitted for a wall attached to the front of the building. This was refused and an appeal dismissed.                 | <b>Attempts at negotiation have been unsuccessful and further works have also been carried out without permission. An expediency report is now in preparation.</b> |
| Dashwood House Milton<br>under<br>Wychwood | Change of use from commercial to residential use | The ground floor of this building has a lawful commercial use. An unauthorised extension has been added which is being used for residential purposes. | <b>Officers have been unable to resolve this through informal means and are now considering the expediency of enforcement action.</b>                              |