

WEST OXFORDSHIRE DISTRICT COUNCIL

UPLANDS AREA PLANNING SUB-COMMITTEE

Date: 21st July 2025

Report of Additional Representations



**WEST OXFORDSHIRE
DISTRICT COUNCIL**

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Report of Additional Representations

Application Number	23/01422/FUL
Site Address	Land West Of Greenwich Lane Leaffield Oxfordshire
Date	18th July 2025
Officer	Stephanie Eldridge
Officer Recommendations	Approve subject to Legal Agreement
Parish	Leaffield Parish Council
Grid Reference	432518 E 215396 N
Committee Date	21st July 2025

Application Details:

Development of seven houses and a two storey block of four flats and associated works to include widening of Greenwich Lane

Applicant Details:

Mr John Smith
Doric House
Browns Lane
Charlbury
Chipping Norton
Oxfordshire
OX7 3QW

Additional Representations:

The following representation was submitted on the Council's website as an e-petition. In accordance with the Council's Local Petition Scheme, the e-petition wasn't accepted to "go live" on the website as it relates to a planning application and other procedures apply. Therefore, the petition was never live on the website and was never signed by anyone. The petitioner was advised that it would be included as an additional representation instead. The full wording is copied below:

'Title: Against planning application 23/01422/FUL

Statement:

We the undersigned petition the council to We request that the planning committee refuse permission for this application.

Justification:

This planning application proposes a development that would be extremely detrimental to the character of the village of Leaffield and to the lives of many of its residents.

The proposed development is outside of the current village envelope on green field land in an AONB and there has been no attempt to meet the requirements to justify development in such an area yet still this was considered for approval rather than be rejected outright as it clearly should have been.

Despite this being the second submission of this plan nothing has been changed that would in any way mitigate the impact on the village; Valuable trees and grassland habitat have already been destroyed by the premature actions of the landowner/developer along with the destruction of an ancient dry stone wall. Recovery has already begun but is surely at a very delicate stage and there must be no more disruption to the site.

The plan itself is completely without merit and seems to be designed to maximise negative impact on the residents of Greenwich Lane with the property boundaries immediately adjacent to their garden fences, denying them access for future improvement work or maintenance and maximising the negative impact on their sightlines and privacy. There is even a block of four flats which in itself is completely out of character for the village and directly overlooks the existing houses.

When it comes to vital services there are even more problems. Leaffield has few local work opportunities and no viable public transport service to get people to places of work so inevitably this will increase local traffic causing further disruption to the people of the village.

Finally there is the matter of water supply and sewage. Thames Water are apparently unable to provide adequate water supply to a number of households in the village, presumably due to the rather old steel pipes which are still in use far beyond their capabilities and need to be replaced. Sewage handling capacity is also a major problem with raw sewage leaking onto the roadway regularly at times of heavy rain. This situation is unacceptable as it is and there must be no new development of this scale until such time as these matters are fixed.

This application must be refused.'

Revised list of conditions:

Please see below a revised list of conditions to replace those outlined in Section 6 of the Officer's report. The key changes relate to conditions 18 & 19.

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. Before above ground building work commences, a schedule of materials (including samples) to be used in the elevations of the development shall be submitted to and approved in writing by the Local Planning Authority. The development shall be constructed in the approved materials.

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

4. 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 and landscape of the area.

5. Prior to any development above slab level, a scheme for the landscaping of the site, including the retention of any existing trees and shrubs and planting of additional trees and hedge enhancements, 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 and landscape of the area during and post development.

6. Prior to the commencement of the development, a construction management plan showing how noise and dust is to be minimised and controlled during site clearance and construction. It shall include measures to be employed to prevent the egress of mud, water and other detritus onto the public and any non-adopted highways.

REASON: To protect the amenity of the locality, especially for people living and/or working nearby.

7. Hours of construction work shall be restricted to 08:00 to 18:00 Monday to Friday and 08:00-13:00 on Saturday with no working on Sunday or Bank Holidays.

REASON: To protect the amenity of the locality, especially for people living and/or working nearby.

8. No development shall commence until details of how the applicants will incorporate 'Secured by Design principles and/or standards into the development have been submitted to and approved in writing by the authority. The development shall be carried out in accordance with the approved details and shall not be occupied or used until written confirmation of conformity is received by the authority.

REASON: In the interests of future occupiers safety.

9. Development shall not begin until a construction phase traffic management plan has been submitted and approved by the Local Planning Authority and the approved plan shall be implemented and adhered to throughout the period of construction.

REASON: In the interests of Highway safety.

10. Prior to first occupation the development a Travel Information Pack shall be submitted to and approved by the Local Planning Authority. Thereafter the first

residents of each dwelling shall be provided with a copy of the approved Travel Information Pack.

REASON: To ensure all residents and employees are aware from the outset of the travel choices available to them, and to comply with Government guidance contained within the National Planning Policy Framework.

11. Prior to commencement of the development, a plan detailing the layout of the car parking area shall be submitted to, and approved by, the Local Planning Authority. The Car Park Layout Plan must set out that all car parking spaces meet the minimum dimensions required and can be safely and easily accessed.

REASON: in the interest of highway safety.

12. No development shall commence unless and until full details of the means of access between the land and the highway, including, position, layout, construction, drainage and vision splays have been submitted to and approved in writing by the Local Planning Authority. The means of access shall be constructed in strict accordance with the approved details and shall be retained and maintained as such thereafter. Agreed vision splays shall be kept clear of obstructions higher than 0.6m at all times.

REASON: in the interest of highway safety.

13. No part of the development shall be occupied until the facilities for refuse bins to be stored awaiting collection have been provided in accordance with details first approved by the Local Planning Authority and thereafter the facilities shall be permanently retained.

REASON: To safeguard the character and appearance of the area and in the interests of the convenience and efficiency of waste storage and collection.

14. No part of the development shall be occupied until the facilities for the storage of refuse have been provided in accordance with details first approved by the Local Planning Authority and thereafter the facilities shall be permanently retained.

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

15. The approved drainage system shall be implemented in accordance with the approved Detailed Design prior to the use of the building commencing; Reference: Flood Risk Assessment and Surface Water Management Plan Greenwich Lane, Leafield, Oxfordshire OX29 9QR Report LLI36 May 2023 Prepared and submitted by Lidar- Logic.

REASON: To ensure that the principles of sustainable drainage are incorporated into this proposal.

16. Construction shall not begin until/prior to the approval of first reserved matters; a detailed surface water drainage scheme for the site, has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall include:

- A compliance report to demonstrate how the scheme complies with the "Local

- Standards and Guidance for Surface Water Drainage on Major Development in Oxfordshire";
- Full drainage calculations for all events up to and including the 1 in 100 year plus 40% climate change;
- A Flood Exceedance Conveyance Plan;
- Comprehensive infiltration testing across the site to BRE DG 365 (if applicable)
- Detailed design drainage layout drawings of the SuDS proposals including cross-section details;
- Detailed maintenance management plan in accordance with Section 32 of CIRIA C753 including maintenance schedules for each drainage element, and;
- Details of how water quality will be managed during construction and post development in perpetuity;
- Confirmation of any outfall details.
- Consent for any connections into third party drainage systems

REASON: To ensure that the principles of sustainable drainage are incorporated into this proposal.

17. Prior to first occupation, a record of the installed SuDS and site wide drainage scheme shall be submitted to and approved in writing by the Local Planning Authority for deposit with the Lead Local Flood Authority Asset Register. The details shall include:

- (a) As built plans in both .pdf and .shp file format;
- (b) Photographs to document each key stage of the drainage system when installed on site;
- (c) Photographs to document the completed installation of the drainage structures on site
- (d) The name and contact details of any appointed management company information.

REASON: To ensure that the principles of sustainable drainage are incorporated into this proposal.

18. No development shall be occupied until confirmation has been provided that either:

- all water network upgrades required to accommodate the additional demand to serve the development have been completed; or
- a development and infrastructure phasing plan has been agreed by the Local Planning Authority in consultation with Thames Water to allow development to be occupied.

Where a development and infrastructure phasing plan is agreed no occupation shall take place other than in accordance with the agreed development and infrastructure phasing plan.

REASON: The development may lead to no / low water pressure and network reinforcement works are anticipated to be necessary to ensure that sufficient capacity is made available to accommodate additional demand anticipated from the new development.

19. The development shall not be occupied until confirmation has been provided to the LPA that either:-

- 1. All foul water network upgrades required to accommodate the additional flows from the development are operational; or
- 2. A development and infrastructure phasing plan has been agreed with the Local Planning Authority in consultation with Thames Water to allow development to be

occupied. Where a development and infrastructure phasing plan is agreed, no occupation shall take place other than in accordance with the agreed development and infrastructure phasing plan.

REASON: The local sewerage network may not have capacity to accommodate all flows from the development. While acceptable in principle, development needs to be aligned with upgrades to the sewerage network to avoid adverse impacts on the environment.

20. In the event that contamination is found at any time when carrying out the approved development, it must be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment must be undertaken and where remediation is necessary, a remediation scheme must be prepared to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property, and which is subject to the approval in writing of the Local Planning Authority.

REASON: To prevent pollution of the environment in the interests of the amenity.

21. The development shall be completed in accordance with the recommendations in Section 4.1 of the consultancy report (Reptile Survey Report, Windrush Ecology, April 2023) and West Oxfordshire District Council's Precautionary Working of Method document. All the recommendations shall be implemented in full, according to the timescales laid out in the recommendations, unless otherwise agreed in writing by the Local Planning Authority, and thereafter permanently retained.

REASON: To ensure that reptiles and amphibians are protected in accordance with the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife and Countryside Act 1981 (as amended), Circular 06/2005, the National Planning Policy Framework, Policy EH3 of the West Oxfordshire District Local Plan 2031, and in order for the Council to comply with Part 3 of the Natural Environment and Rural Communities Act 2006.

22. Prior to the commencement of works, a comprehensive landscape scheme shall be submitted to and approved in writing by the Local Planning Authority, including biodiversity enhancements (such as native, species-rich hedgerows, native trees and shrubs and wildflower planting) and a 5-year maintenance plan. It must show details of all planting areas, tree and plant species, numbers and planting sizes. The proposed means of enclosure and screening should also be included, together with details of any mounding, walls and fences and hard surface materials to be used throughout the proposed development.

The entire landscaping scheme shall be completed by the end of the planting season immediately following the completion of the development or the site being brought into use, whichever is the sooner.

REASON: To enhance the site for biodiversity in accordance with the National Planning Policy Framework, Policy EH3 of the West Oxfordshire District Local Plan 2031 and in order for the Council to comply with Section 40 of the Natural Environment and Rural Communities Act 2006.

23. Any trees or plants shown on the approved landscaping scheme to be planted or retained that die, are removed, are damaged or become diseased, or grassed areas that become eroded or damaged, within 5 years of the completion of the approved landscaping scheme, shall be replaced by the end of the next planting season.

Replacement trees and plants shall be of the same size and species as those lost, unless the Local Planning Authority approves alternatives in writing.

REASON: To enhance the site for biodiversity in accordance with the National Planning Policy Framework, Policy EH3 of the West Oxfordshire District Local Plan 2031 and in order for the Council to comply with Section 40 of the Natural Environment and Rural Communities Act 2006.

24. No floodlighting or other form of external lighting shall be installed except in accordance with details which have previously been submitted to and approved in writing by the Local Planning Authority. Such details shall include location, height, type and direction of light sources and intensity of illumination. Any lighting which is so installed shall not thereafter be altered without the prior consent in writing of the Local Planning Authority.

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

25. Prior to the installation of external lighting for the development hereby approved, a lighting design strategy for biodiversity shall be submitted to and approved by the Local Planning Authority.

The strategy will:

- a) Identify the areas/features on site that are particularly sensitive for nocturnal wildlife;
- b) Show how and where external lighting will be installed (through the provision of appropriate lighting contour plans and technical specifications) so that it can be clearly demonstrated that areas to be lit will not disturb or prevent the above species using their commuter route.

All external lighting shall be installed only in accordance with the specifications and locations set out in the strategy.

REASON: To protect nocturnal wildlife in accordance with the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife and Countryside Act 1981 (as amended), Circular 06/2005, the National Planning Policy Framework (Chapter 15), Policy EH3 of the West Oxfordshire District Local Plan 2011-2031 and in order for the Council to comply with Part 3 of the Natural Environment and Rural Communities Act 2006.

26. Before development takes place, details of the provision of integrated bat roosting features (integrated bat bricks/boxes on at least 50% of the new dwellings proposed, on south or south-west facing elevations), integrated nesting opportunities for birds (bird boxes for swift bricks, on least 50% of new dwellings proposed, on north or east facing elevations) and permeable features for hedgehogs (13cm x 13cm in new garden walls or fences) shall be submitted to the local planning authority for approval. These will include a technical drawing showing the types of features, their locations within the site and their positions. The approved details shall be implemented within 3 months of the completion of the development hereby approved and thereafter permanently retained.

REASON: To provide additional opportunities for roosting for bats, nesting birds and hedgehogs as a biodiversity enhancement, in accordance with the National Planning Policy Framework (Chapter 15), Policy EH3 of the West Oxfordshire District Local Plan 2031 and Section 40 of the Natural Environment and Rural Communities Act 2006.

27. No development (including site works and demolition) shall commence until all existing trees which are shown to be retained have been protected in accordance with a scheme which complies with BS 5837:2012: 'Trees in Relation to design, demolition and construction' has been submitted to, and approved in writing by, the Local Planning Authority. The approved measures shall be kept in place during the entire course of development. No work, including the excavation of service trenches, or the storage of any materials, or the lighting of bonfires shall be carried out within any tree protection area.

REASON: To ensure the safeguard of features that contribute to the character and landscape of the area.

28. Notwithstanding the information provided on the approved layout plan, details of all walls and fences around each plot and on the site boundaries shall be submitted to and approved in writing by the Local Planning Authority. Such walls and fences shall be erected before occupation of the associated dwellings hereby approved and thereafter be retained.

REASON: To ensure that in the interests of privacy and visual amenity a high standard of boundary treatment is provided.

29. A new dry stone boundary wall of natural local stone, a specification for which shall be first submitted to and approved in writing by the Local Planning Authority, shall be constructed at a height of 1.2 metres along the southern boundary of the site. The wall shall be constructed in accordance with the usual practice followed in the locality in the construction of such walls and shall be completed within 6 months of the commencement of the development.

REASON: To reflect the character of existing walls in the locality and thereby safeguard the character and appearance of the area.

Application Number	23/03071/FUL
Site Address	Land South of Forest Road Charlbury Oxfordshire
Date	16 th July 2025
Officer	Mike Cassidy
Officer Recommendations	Approve subject to Legal Agreement
Parish	Charlbury
Grid Reference	435053 E 219433 N
Committee Date	21 st July 2025

Application Details:

Planning application for the erection of thirty seven dwellings including access road, landscaping, and associated earthworks.

Applicant Details:

Harper Crewe (Charlbury) Ltd
C/o Agent – Savills

Amendments to Committee Report

Conditions

- Condition 8 – the drawing referenced should be “*SL-010 Rev D*” and not “*SL-010*”.
- Condition 9 – the title of the condition should be “Car” Parking and not “Cycle” Parking.

 WEST OXFORDSHIRE DISTRICT COUNCIL	WEST OXFORDSHIRE DISTRICT COUNCIL
Name and date of Committee	Uplands Area Planning Sub-Committee: Monday 21st July 2025
Subject	Erection of a residential development comprising 26 dwellings (inc. 46% affordable housing), the provision of public open space and landscaping, demolition of existing garages and provision of new vehicular access via Woodstock Road and pedestrian access to Hughes Close and associated works on Land North Of Woodstock Road, Charlbury (Ref: 24/02171/FUL)
Wards affected	Charlbury and Finstock
Accountable Member	Councillor Hugo Ashton, Executive Member for Planning.
Accountable Officer	Mike Cassidy, Principal Planner (Development Management) Email: mike.cassidy@westoxon.gov.uk
Summary/Purpose	To allow members to see the site in context prior to the official committee determination in August.
Annex	N/A
Recommendation	That the Sub-Committee resolves to: I. decide that it would be expedient to visit the site.
Corporate priorities	N/A
Key Decision	N/A
Exempt	No
Consultees / Consultation	N/A at this stage. Consultation responses will be outlined in the Officers report when the application is brought to the committee for determination.

I. BACKGROUND

- I.1. This application (ref: 24/02171/FUL) is a full planning application for the erection of a residential development comprising 26 dwellings (inc. 46% affordable housing), the provision of public open space and landscaping, demolition of existing garages and provision of new vehicular access via Woodstock Road and pedestrian access to Hughes Close and associated works on Land North of Woodstock Road, Charlbury.

2. MAIN POINTS

- 2.1. Officers consider that a site visit to consider the proposed development would be of benefit to members prior to the formal consideration and determination of the application.

3. FINANCIAL IMPLICATIONS

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

4. ALTERNATIVE OPTIONS

- 4.1. None at this stage.

5. BACKGROUND PAPERS

- 5.1. The documents submitted in relation to planning application 24/02171/FUL which are available to view on the Council's website.

