

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, 15 December 2025**

PRESENT

Councillors: Julian Cooper (Chair), Mark Walker (Vice-Chair), Lidia Arciszewska, Mike Baggaley, Andrew Beaney, Genny Early, Roger Faulkner, Andy Goodwin, David Jackson, Elizabeth Poskitt and Geoff Saul

Officers: Emile Baldauf-Clark, Stephanie Eldridge, Matthew Taylor and Iram Malik

**65 Apologies for Absence**

There were no apologies for absence.

**66 Declarations of Interest**

There were no declarations of interest

**67 Minutes of Previous Meeting**

**RESOLVED:** That the minutes of the previous meeting held on 17 November 2025 be approved as a correct record and signed by the Chair.

**68 Applications for Development**

The application for development was submitted as detailed in the schedule attached at page 11 of the agenda pack.

**69 25/02143/FUL Vicks Garage Guildenford**

Members noted the Planning Officer's report which sought permission for the demolition of the existing building and the erection of a detached dwelling with access, parking and associated works. This was in relation to the site at Vicks Garage Guildenford in Burford Oxfordshire OX18 4SE.

The report stated that the application site related to a vacant commercial garage building located within the built-up area of Burford along the road known as Guildenford which ran roughly North to South, parallel to the main High Street to the west of the site.

The site sat within both the Burford Conservation Area and the Cotswolds National Landscape (CNL), formerly known as the Cotswolds Area of Outstanding Natural Beauty (AONB).

This application had been deferred from the last meeting held on 17 November in order for Members to undertake a site visit.

The report stated that the application had been assessed against the relevant policies of the West Oxfordshire Local Plan 2031, the National Planning Policy Framework, and all other material considerations. The site lay within the built-up area of Burford, a sustainable location where the principle of residential development was supported. In light of this officers considered that the principle of residential development on this site was acceptable.

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Furthermore, the proposal was in accordance with the spatial strategy of the Local Plan, as set out in Policies OS1, OS2 and H2, and was located within a sustainable settlement with access to services and transport. It was supported by robust marketing and viability evidence demonstrating that the site was no longer suitable or viable for employment use, in accordance with Policies E1, E2 and E3. The proposal also responded to the changing economic context and reflected the Local Plan's flexibility in allowing alternative uses where justified. Subject to compliance with other relevant policies, including those relating to design, heritage, and amenity, the principle of development was considered to be acceptable.

The Planning Officer's report concluded that the proposal represented a high-quality, policy-compliant redevelopment of a previously developed site, delivering a single dwelling in a sustainable location without giving rise to any identified harm. The scheme addressed all previous reasons for refusal and appeal dismissal and was therefore considered acceptable. Therefore Planning permission was recommended, subject to conditions. Each of the conditions were detailed in pages 29-32 of the agenda pack (previously circulated).

The report specified that the applicant was seeking full planning permission and conservation area consent for the demolition of the existing garage building and the erection of a detached dwelling with associated access, parking and landscaping at the site, which was surrounded by Grade II listed buildings. The existing structure was a utilitarian garage of poor visual quality, which currently made no positive contribution to the character or appearance of the area.

Speaking in favour of the application and in addressing Members, Mr Collinge, the agent for the applicant raised the following points.

The proposed scheme in terms of layout, scale and form reflected the terms of a 2020 plan of permission for an office building on the site.

Both the marketing of the site for commercial use and the effect of a larger building of the character and appearance of the area had been fully addressed in these proposals.

The layout and design of the proposed development also ensured that there would be no adverse effect on neighbouring residential amenity whilst providing an appropriate quality living environment for future occupiers.

Appropriate parking and access would be provided.

The site contained brick, coal, glass and ash. This would be removed as part of the scheme to the required level and a building set at the reduced ground level as per the 2020 permission. with a retaining wall section provided along the eastern boundary.

The approach ensured the scale and form of the building sat comfortably in the wider street scene.

During deliberations Members posed the following questions:

The level and method of digging down that would be used in order to protect the walls around the property and the most appropriate foundation design that would be selected.

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Other questions raised referred to the construction management plan, and its ability to ensure that noise, dust and vibrations were minimised. There was some concern that the site was small and difficult to access, with parking being troublesome. Concern was also voiced that the plan may be unworkable. In response officers assured members that they would be as thorough as possible and that all bases would be covered. Where breaches occurred they would be passed onto the relevant authorities for enforcement.

The Chairman emphasised the point that Members needed to differentiate between planning issues and building regulation matters which were outside the remit of this Sub-Committee

In summing up, the Planning officer stated that the late representations report as tabled had added an informative regarding the access specifications for the new access above the cobbled historic gully. This would ensure that the design met the necessary high standards, along with the introduction of a construction traffic management plan condition. As such, the proposal represented a sustainable form of development which would make effective use of previously developed land.

**RESOLVED:** That

- (i) Conditional planning permission be granted in line with officers recommendations,
- (ii) The insertion of an additional condition regards the closing of the existing access be agreed.

#### **70 Applications Determined under Delegated Powers**

**RESOLVED:** That the applications determined under delegated powers be noted

#### **71 Appeal Decisions**

**RESOLVED:** That the appeal decisions taken as summarised at page 47 of the agenda pack be noted.

The Meeting closed at 2.34 pm

CHAIR