

Charlbury Town Council
Minutes of the PLANNING COMMITTEE MEETING

on Monday 20th November 2023 at 8pm in the Green Room, Memorial Hall

Present: Cllrs: Peter Kenrick, Liz Reason, Tony Merry, Janet Burroughs, Gary Harrison, Nick Potter.

- 1. Apologies for Absence** were received from James Styring, Claire Wilding, Gareth Epps, Emily Algar and Frances Mortimer.
- 2. Declarations of Interest:** None.
- 3. Public time**
None.
- 4. To receive minutes of planning meeting dated 18th October 2023**
These were received and signed as a true record.

5a. Planning applications received:

Ref no:	Address:	Proposal:	TC Decision
23/02177/FUL & 23/02178/LBC	The Corner House, Market St, Charlbury	Internal and external alterations including works to fenestration and improved access	No objection with comment*
23/02790/HHD & 23/02791/LBC	Valmar Sheep Street Charlbury	Internal and external alterations to include the construction of additional dormer to rear roof slope, insertion of roof light to existing kitchen and changes to internal layout to include relocation of family bathroom to first floor	No objection
23/02704/LBC	Took House Sheep Street Charlbury	Relocate internal first floor wall	No objection
23/02836/HHD	18 Elm Crescent Charlbury	Erection of single storey rear extension and construction of a detached home office building. Works to include conversion and extension to front of garage to create separate gym and storage areas along with construction of front entrance canopy	No objection

* 23/02177/FUL & 23/02178/LBC The Corner House-TC response:

Subject to concerns as set out below, the town council supports this application and welcomes the intent to improve the accessibility, usability and comfort of the Corner House which is an important community facility for the town. Maintenance of existing community facilities including the Corner House is identified as a priority in the Charlbury Neighbourhood Plan (see paragraph 6.3.3 and Policy ECT5).

However, we are very much aware that energy efficiency is a significant issue for this building and that comprehensive and effective improvements in this regard are crucial to the comfort of users and the effectiveness of the building as a community resource. Whilst we note the mention of insulation and double glazing within the plans, we are disappointed by the lack of detail is provided and are concerned that insufficient emphasis may have been given to this important matter. The sparse nature of the included sustainability statement tends to reinforce these concerns.

We understand that a “whole house” assessment of the energy efficiency of the building is being carried out. We welcome this and trust that it will inform the planned work. However, in view of our concerns expressed above, we ask that a condition be applied to any approval requiring submission and approval of details of energy efficiency improvements which should be in line with the WODC Net Zero Carbon Toolkit and policy NE9 of the Charlbury Neighbourhood Plan.

As a final observation, we are disappointed that the submitted documents for this application do not include any reference to, or recognition of, the Charlbury Neighbourhood Plan. We find this particularly regrettable in an application relating to a prominent community facility which is featured within the plan for its importance to the town and its residents.

5b. Planning Outstanding:

Ref no:	Address:	Proposal:	TC Decision
23/01637/FUL	Charlbury House, Woodstock Rd, Charlbury	Demolition of existing dwelling house and erection of replacement dwelling with associated outbuildings and landscaping works. Conversion and extension of existing cottage to form pool house with ancillary shower/changing facilities. Repair and extension of field barn (revision to planning approval 22/02066/FUL) to allow for inclusion of new stables and indoor riding arena.	Object
23/01598/FUL & 23/01599/LBC	The Bell Hotel, Church St, Charlbury	Erection of Cotswold stone wall and railings to the front of The Bell.	Object
23/02399/FUL	Land North Of Woodstock Road Charlbury	Erection of a residential development comprising of 28 dwellings (inc. 50% affordable housing), the provision of public open space and landscaping, demolition of existing garages and provision of new garaging, a vehicular access via Woodstock Road and pedestrian access to Hughes Close together with associated works.	Object
23/02523/HHD	Wychwood View, Stonesfield Lane, Charlbury	Removal of 2 Velux windows to be replaced by one dormer window	No objection
23/02547/HHD	4 Hone Court Charlbury	Conversion of attic into habitable accommodation	No objection provided it meets the requirements of the WODC net zero carbon toolkit.

5c. Planning Decisions:

Ref no:	Address:	Proposal:	Decision
23/02314/NMA	Stable Cottage, 2 Hixet Wood, Charlbury	Erection of two first floor extensions and a small lean-to ground floor extension (Non-Material Amendment to remove first floor	TC – No objection WODC - Refused

		extension and enlargement of rear single lean-to extension)	
23/02148/HHD	8 Elm Crescent, Charlbury	Erection of single storey front and rear extensions	TC – No objection WODC - Refused
22/02970/LBC	Redding Wyck House Market Street Charlbury	Internal and external alterations to replace existing sash windows within northeast (front) elevation.	TC - No objection WODC - Approved
23/02274/HHD	22 Elm Crescent, Charlbury	Erection of single storey rear extension and garage conversion to create additional living space	TC - No objection WODC - Approved
23/02411/ADV	Bell Hotel Church Street Charlbury	Erection of lettering wall signage, internally illuminated sign pole with bell attached, flagpole and commemorative stone	TC - No objection WODC - Approved
23/02490/FUL	Land At (e) 436895 (n) 219248 Woodstock Road Charlbury	The removal and replacement of 3 antennas together with the installation of 1no new crow's nest headframe and relocation of 3no existing antennas and 2no existing dishes. Associated ancillary upgrade work.	TC - No objection WODC - Approved

6. To consider updating Infrastructure Development Plan

The current plan has not been updated since the Neighbourhood Plan was 'made'. It was agreed to set up a task and finish group to update the plan. This will be completed by the January meeting. The group will consist of Liz Reason, Gary Harrison and Tony Merry.

Meeting closed: 8.35pm