

**Charlbury Town Council  
PLANNING COMMITTEE MEETING MINUTES**

**Held on Monday 19<sup>th</sup> August 2024 at 8pm in the Green Room, Memorial Hall**

**Present:** Cllrs Peter Kenrick (in the chair), Gary Harrison, Liz Reason, Ed Bradbury, Tom Greenwood, Roy Scott, Tony Vettors, Town Clerk: Lisa Wilkinson, 4 members of public

1. **Apologies for Absence** were received from Arthur Sinclair, Frances Mortimer, Paul Honey and Katie Ewer
2. To receive **Declarations of Interest:** these were received from Gary Harrison for 23/03071/FUL Land south of Forest Rd, Charlbury

**3. Public time**

Rob Linnell and Dawn Brodie from Savills, agents for planning application 23/03071/FUL Land south of Forest Rd, Charlbury explained the amendments to the application:

There have been changes to the layout, the mix of housing and the road layout:

- The District Council stated that the road layout was too square so it has been changed to provide a more curved, organic road
- The layout of house types has changed: bungalows have been clustered more closely providing better access to their own parking. The series of bungalows can be used for number of different care needs rather than just dementia care as originally proposed.
- Change of the mix of housing: 21 rather than 19 affordable housing which exceeds the guidelines, these comprise of six first homes and the rest affordable rented homes, (first homes must be capped at £250,000. Open to first time buyers only and retained as such in perpetuity). Twelve properties will be custom built And there will be four full market properties

There remains the five-metre buffer from the ancient woodland and the houses are set 15 metres away from this buffer. The five metre buffer falls outside the gardens of the properties so it will be managed as landscaping by the management company. Where the 15 metre buffer falls within the gardens, WODC can remove permitted development rights if appropriate to prevent sheds etc being built.

There is an increase in biodiversity net gain to 26.12% rather than the original 16.8% net gain.

Proposed dwellings still have all the sustainability improvements: all electric, air source heat pump, EV charging etc The houses have reverted to the traditional form of development e.g. typical casement windows to reflect the local vernacular in Charlbury. The S106 contributions already agreed remain on offer to WODC.

Concern was raised by the Council that the application is no longer compliant with Charlbury Neighbourhood Plan policy CH6 as the number of four bed houses has increased. Dawn Brodie stated that this can be discussed with the applicant.

The TC's dark skies query been answered by removal of the rooflights. The lighting scheme for the development still needs to be designed: this is usually by the use of LED downward lighting columns.

Solar panels - energy efficiency report dictates how many solar panels are required for each house.

Discussion of this planning application was moved to follow public time.

Ref no:	Address:	Proposal:	TC Comment
23/03071/FUL	Land south of Forest Rd, Charlbury	Erection of thirty-seven dwellings including access road, landscaping and associated earthworks	Proposal to submit no further comment: votes were 3 for, 3 against, the chair voted against so the proposal was not carried. Proposal to defer comment (on these amendments only) until the next planning meeting to give councillors more time to study them: 4 for, 1 against, 1 abstention. Carried. The clerk will request an extension to the deadline for comments.

**4. To receive minutes of planning meeting dated 15<sup>th</sup> July 2024**

These were signed as a true record.

**5a. Planning applications received:**

Ref no:	Address:	Proposal:	TC Comment
23/03136/FUL	Land And Woodland South Of Watermead Farm Spelsbury Road Charlbury	Change of Use from agricultural to 'glamping' campsite comprising 18 nos. camping units (8 nos. bell tents, 7 nos. shepherds huts and 3 nos. A-frame pods), ancillary facilities (including cafeteria and site reception, 2 nos. toilet and shower blocks, maintenance and storage barn), access and parking, and associated infrastructure	No further comment
24/01895/HHD	7 Chartwell Drive, Charlbury	Replacement of wooden shed with steel shed	No objection
23/02894/LBC & 23/02893/FUL	Lees Rest, Woodstock Rd, Charlbury	Revised plans: Demolition of existing bungalow and erection of replacement dwelling to form an extension to the existing farmhouse and associated landscaping. Refurbishment of existing farmhouse. Repair, conversion and extension of existing agricultural buildings to provide ancillary accommodation.	No further comment
24/01833/FUL	The Bell, Church St, Charlbury	Erection of an external store, erection of a replacement bar and erection of a pizza bar (retrospective)	The TC must mention <b>again</b> that it deplores retrospective applications. Whilst it does not object it would like to point to the fact that the new buildings are within the Local Green Space (the temporary units were not). However, on balance it believes that these units are acceptable as they clearly support the business of the Bell and are very modest in scale. They will also enhance the usage of the garden area and, in this regard, we acknowledge the considerable efforts that have been undertaken by the current owners to enhance this green space.
24/01996/HHD	62 The Slade, Charlbury	Conversion and extension of former garage to form garden room.	No objection provided that the accommodation remains subsidiary to the main dwelling. The TC requests that appropriate energy efficiency measures are included in line with WODC's sustainability toolkit.
23/03071/FUL	Land south of Forest Rd, Charlbury	Erection of thirty-seven dwellings including access road, landscaping and associated earthworks	See above after public time

**5b. Planning Outstanding:**

Ref no:	Address:	Proposal:	TC Decision
24/01555/HHD	1 Wychwood View, Woodstock Rd, Charlbury	Demolition of existing garage. Erection of two-storey rear/side extension and detached garage	No objection
24/00432/FUL	Land East Of Fawler Road Charlbury	Upgrading of existing access into agricultural land and provision of trackway to serve proposed new general storage building.	Object
23/03136/FUL	Land And Woodland South Of	Change of Use from agricultural to 'glamping' campsite comprising 18 nos. camping units (8 nos. bell tents, 7 nos.	Object

	Watermead Farm Spelsbury Road	shepherds huts and 3 nos. A-frame pods), ancillary facilities (including cafeteria and site reception, 2 nos. toilet and shower blocks, maintenance and storage barn), access and parking, and associated infrastructure	
23/02894/LBC & 23/02893/FUL	Lees Rest, Woodstock Road, Charlbury	Demolition of existing bungalow and erection of replacement dwelling to form an extension to the existing farmhouse and associated landscaping. Refurbishment of existing farmhouse. Repair, conversion and extension of existing agricultural buildings to provide ancillary accommodation. Erection of replacement barns for leisure, agricultural and equestrian use together with associated landscaping.	No objection
23/03071/FUL	Land south of Forest Rd, Charlbury	Erection of thirty-seven dwellings including access road, landscaping and associated earthworks	Support subject to conditions

**5c. Planning Decisions:**

Ref no:	Address:	Proposal:	Decision
24/01773/HHD	62 The Slade, Charlbury	Conversion and extension of garage to form garden room	Withdrawn
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.	Appeal dismissed
24/01582/LBC	Lee Place Hixet Wood Charlbury	Remedial works to existing roof covering, rainwater goods, leadwork, dormer windows including the erection of scaffolding	TC - No objection WODC - Approved
24/01641/HHD	3 Shilson Lane Charlbury	Removal of existing timber framed porch and installation of oak porch	TC - No objection WODC - Approved
24/00973/FUL	Old Bakery, Thames St, Charlbury	Conversion of existing dwelling into a two-bedroom dwelling	TC - No objection with conditions WODC - Approved
24/01345/HHD	Reeves Barn, Pound Hill, Charlbury	Installation of ASHP, an EV charging station and photovoltaics and relocating a dormer window	TC - No objection WODC - Approved
24/01486/HHD & 24/01487/LBC	The Stone House, Church St, Charlbury	Conversion of existing outbuilding to ancillary accommodation, replacement conservatory and alterations to the fenestration	TC - No objection with conditions WODC - Approved
24/01542/HHD	7 Shilson Lane, Charlbury	Replacement of two windows with bi-folding doors.	TC - No objection WODC - Approved
24/01518/HHD	Cottingham, 3 Enstone Road, Charlbury	Erection of a single-storey rear extension and a rear annex extension	TC - No objection WODC - Approved

**5. Licensing:**

W/24/00882/PRMA Rose and Crown – New premises licence application

No objection and the council positively welcomes and supports this to be granted as quickly as possible to enable this important and well-loved establishment to resume its operation and its role at the heart of the community

**6. Notification of Consultation on the West Oxfordshire Community Infrastructure Levy (CIL)**

The Council supports the introduction of this but is disappointed to see large developments are excluded and would like to seek assurances that S106 contributions would cover incremental infrastructure (e.g. sewerage).

**7. Consultation on new National Planning Policy Framework**

To be deferred until September planning meeting on 23<sup>rd</sup> September

**8. Car port been erected on Woodfield Drive without planning permission – this will be reported to planning enforcement.**

**Meeting closed: 21.30**

Signed .....

Date .....