

16 December 2020

To: Members of the Planning, Highways and Consultations Committee

Cllr Lorraine Oates	Chair
Cllr Alex Greenaway	Vice-Chair
Cllr Charlie Birks	
Cllr Grace Clifton	
Cllr Jim Halliday	
Cllr Patrick Lonergan	
Cllr Samantha Bowring	Leader/ Chair, F&GP Ctte (Ex-Officio)

To: All Other Members of the Council for Information Only

Dear Member

Your attendance is requested at a meeting of the **Planning, Highways & Consultations Committee** to be held **on Monday 21 December 2020 at 7.00pm.**

Due to the Covid-19 pandemic and in order to observe Government regulations the Town Council will hold this meeting online and not in person, in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations").

Members will receive the meeting ID ahead of the meeting. Any members of the public who wish to attend should e-mail democratic@abingdon.gov.uk and you will be sent the relevant link on the day of the meeting.

The meeting will be conducted in the same way, as far as possible, as a meeting in person. Members of the public may view the meeting online and may, with notice, make representations, ask questions, and give evidence in respect of any item of business at agenda item 5.

The planning applications can be viewed on the District Council's website: www.whitehorsedc.gov.uk.

Should any Member be unable to attend and wish to send a substitute to the meeting, they should email democratic@abingdon.gov.uk

Any queries in relation to this agenda should be directed to Andy Crick, Committee Clerk and Administration Supervisor.

Yours sincerely

Nigel Warner

Nigel Warner
Town Clerk

Abingdon Town Council - Our Vision

To develop an inclusive community so that Abingdon is the place where everyone wants to live and where the wellbeing of residents is prioritised. In developing this community, the town will be one which is environmentally sustainable, vibrant, resilient and safe.

Our key objectives

- 1 To respond effectively and speedily to the climate emergency.
- 2 To develop a resilient, sustainable town which will provide a home for residents now and in the future.
- 3 To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.
- 4 To work with community partners to support those who are vulnerable and in need and to create opportunities to increase social inclusivity.

A G E N D A

1 Apologies for Absence

To receive any apologies for absence.

2 Declarations of Interests

To receive any declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Local Code of Conduct.

3 Minutes

To receive and consider the minutes of the meeting of 7 December 2020, which can be found [here](#)

4 **Matters Arising**

To discuss any matters arising from the previous meeting that are not covered elsewhere on the agenda.

5 **Public participation**

Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business included in the agenda for any meeting of the Council (with the exception of the Annual Meeting) and its standing committees.

Notice should be submitted in writing no later than 12 noon on the day of the meeting. This should be by e-mail to: enquiries@abingdon.gov.uk

6 **Committee Actions and Forward Plan**

No outstanding actions for this cycle.

7 **Albert Park Conservation Area Appraisal**

To note the comments of Samantha Allen, Senior Conservation and Design Officer, Planning Service, South Oxfordshire and Vale of White Horse District Councils regarding the draft document, which is included as an appendix to this agenda. These comments were previously circulated to councillors.

‘Generally I think the content is good. I have suggested in comments boxes some changes to the structure – mainly just re-organising some of the sections so that corresponding sections follow each other more naturally.

I do have one quite big concern and that is there is quite a lot of ‘negative’ content. The role of a Conservation Area Appraisal is to be a tool for managing change and to ensure positive development. Whilst the document can identify Issues or those areas which are not consistent with the prevailing character attributes that the document identifies, it should present these in terms of why they are inconsistent and steps that should be taken in new development to preserve those features identified as positive.

The long paragraphs about potential new development at the school are not factors that the conservation area appraisal can resolve. If there is a specific pattern for development in the conservation area then the appraisal can provide direction about how new development should follow or respect that pattern; for example where there are boundary treatments, means of access, frontages, materials, etc. that preserve or reflect local distinctiveness. The

appraisal cannot predict what may happen in the future and determine that it will be harmful – the document must be a positive tool to help manage change not criticise that which hasn't yet happened.

The section on proposed boundary revision I cannot currently comment on without a proposed boundary map – have you drawn up any of the maps yet? They are referred to but I have not received a copy of them. Once I have received those I can do another review of that part and perhaps suggest a walk around to discuss the potential boundary revisions and the document – subject to the weather and covid restrictions! I will do a walk around of the boundary before giving you any final comments on revisions but I find it is helpful to do this with groups writing the documents so hopefully we can arrange to do this in the New Year.

There is a paragraph on un-listed buildings. Again, ideally these are identified on a map and within a gazetteer appended to the main document – I can send some guidance on this if you would like it. It generally gives strength to asking for a higher quality of changes to those buildings if they are covered in the appraisal document as they will be considered non-designated heritage assets as per the NPPF, but they need to be clearly identified and justified.'

8 Vale of White Horse District Council deep cleaning services

To note the following message from the Housing and Environment Team at the Vale of White Horse District Council:

*We will be spending a few days in each Parish/Town across Vale of White Horse to perform a deep cleanse. **We will be coming to Abingdon for 7 days from 04/01/2021 to 12/01/2021.** We will be litter picking, sweeping and removing weeds/moss on pavements.*

We will not spray weeds, cut grass or vegetation or remove weeds or moss which are on roads. We only clear land to which the public is permitted access and that is under the direct control of the district council.

We would like to hear from you if there is anywhere in particular, in your area, that you would like to be cleaned. If there are areas, please respond to us with a fully collated and prioritised list before your schedule deep clean date and we will do our very best to accommodate your requests.

If you choose to expand this request to residents within the area, please ensure they respond to you directly so that you can prioritise these accordingly.

You can send your response to us via the postal address below or respond to this email direct. A table layout has been attached for which you may use to log the information required.

Please note that all requests for deep cleaning services will be shared with OCC (Oxfordshire County Council).

We apologise for the short notice.

This message was also published on the Abingdon Town Council website on 11 December. The table has been included as an appendix to this agenda.

Members are requested to consider any areas that they wish to recommend for deep cleaning.

9 Abingdon Rowing Club annual event

The council has received the following message from John Simmons, Abingdon Rowing Club, regarding a proposed event:

'I am chairing the committee at Abingdon Rowing Club that organises our annual Head Event. As you know this event has for many years been based at Rye Farm Meadow. The event has become increasingly popular and in past years has brought competitors and their supporters from across the region as well as attracting many local people to the riverside.

If the legislation around public gatherings in the light of the COVID pandemic allows events such as the Head to take place in the spring of 2021 and the South and Vale Councils allow the use of Rye Farm Meadow can you please let me know what view the Town Council would take. April 18th 2021 would be the ideal date for us.

Members are asked to consider if they have a view on the proposed event.

10 Need not Greed Oxfordshire coalition response to the Oxfordshire Strategic Vision

To note the following comments:

Oxfordshire Strategic Vision must be clear on growth ambitions & local democracy

Further to our recent letter, we have now learnt that the next consultation on the Oxfordshire 2050 Plan has been put back until Summer 2021, with final submission of the Plan not due until September 2022.

Meanwhile, the Oxfordshire Growth Board is instead asking us all to comment on a Strategic Vision for Oxfordshire, that will sit above the 2050 Plan. See: <https://www.oxfordshireopenthought.org/strategic-vision>

Consultation runs until 3 January 2021.

We think it is pretty unreasonable to ask parish councils to respond to something this important within this time-frame and over the Christmas

period. Nonetheless, we urge you to respond if at all possible given that the Vision will be used to inform future decision-making.

Need not Greed Oxfordshire is in principle supportive of the idea of an overarching Vision, and we would endorse much of its current content. However, we are concerned that it will be meaningless without an open and honest conversation about the broad levels of growth envisaged (and already being actively discussed behind the scenes) and the degree to which local democracy, and the wishes of local residents, can be prioritised.

We want to see:

- ***The Vision’s definition of ‘good growth’ extended to recognise that there should be limits and constraints to the levels of growth envisaged.*** *The vision should not encourage unconstrained jobs and population growth which replace countryside with concrete, contrary to the demands of the climate emergency we face.*
- ***Provision for encouraging and supporting local democracy and respecting the wishes of local residents.*** *The stated guiding principle of ‘We will proactively and positively engage and collaborate beyond Oxfordshire’ should be clear that this will not extend to losing control of Oxfordshire’s economic and housing decisions to outside influences, in particular the aggressive growth agenda of the OxCam Arc.*

Our full consultation response is available on our website:

<http://www.neednotgreedoxon.org.uk/wp-content/uploads/2020/12/Oxon-Strategic-Vision-NNGO-Response-Dec-20-FINAL.pdf>

We hope that this information is useful and that you may be willing to reflect these concerns in any response submitted by your parish.

The Committee is requested to consider any response it may wish to make in relation to the above, taking into account the limited timescale available (the consultation runs until 3 January 2021).

11 GWR new timetable and Christmas service

To note the following notice from Matthew Golton, Interim Managing Director, GWR:

Just a quick note to remind you that we have a new timetable starting on this Sunday (13 December), with both weekend and weekday changes. Online timetable journey planners have been updated, and you can download copies of specific timetable booklets from our website on <https://www.gwr.com/plan-journey/train-times>.

As with all current journeys, we are asking customers to please check their journey before travel on www.gwr.com and book in advance reserving a seat, and for advice about travelling with confidence there is more information

on <https://www.gwr.com/safety>. This applies too to travel over the Christmas period.

This has been a year that none of us expected and I think it is safe to say we are all glad to see the back of! There is however no doubt that we could not have got through it without your help and support, for which we are very grateful. Our colleagues are really enthused knowing that their hard work and efforts are appreciated, particularly through this unprecedented year. So I will take this opportunity to wish you a very Merry Christmas and all the best for 2021.

12 Oxfordshire County Council consultation portal

To note the following from Oxfordshire County Council:

*You've been invited to participate in the **Improving our communication with you**. consultation by the consultation manager, Lucy.Newitt.*

This consultation is open from 3 Dec 2020 at 04:00 to 8 Jan 2021 at 23:59. Oxfordshire Registration Service is looking at how we can improve our communication between ourselves and our approved venues. We have created a very short survey to find out how you feel about our communication as a service and what we can do to improve.

We are also considering developing a newsletter and improving our information brochures and websites and want to ask for your ideas on what should go into this.

I would love to hear your thoughts would be grateful if you would take 5 minutes to complete this survey. Please do get in touch or email me at lucy.newitt@oxfordshire.gov.uk if you have any suggestions or queries, as this is a project I will be undertaking for the next few weeks.

The Committee is requested to consider any response it may wish to make in relation to the above, taking into account the limited timescale available (consultation runs until 8 January 2021).

13 Information about the upcoming census 2021

To note the following notice from the Vale of White Horse District Council:

Households across Oxfordshire will be asked to take part in Census 2021 this spring.

The Census, run by the Office for National Statistics, is a once-in-a-decade survey that gives us the most accurate estimate of all the people and households in England and Wales. It has been carried out every ten years since 1801, with the exception of 1941.

This year, for the first time, the Census will be digital first. All households will receive a letter in early March with a unique access code, allowing them to complete the questionnaire on 21 March on their computers, phones or tablets. For some of our residents, this will make things easier, but we understand that for others it could be challenging.

The Census team covering Oxfordshire would like to understand as soon as possible your communities and key groups that may need support, local community groups who already provide help, local resources that could be used to support Census promotion/ engagement, and where there could be risks, so it can meet the needs of your communities with alternative or adjusted arrangements.

To help facilitate this, we'd be very grateful if you could [complete this simple survey](#)

Please aim to complete the survey by 4 January 2021

The Insight and Policy team are the link for the councils so you can email the team at insightandpolicy@southandvale.gov.uk if you have any questions.

The Committee is requested to consider any response it may wish to make in relation to the above, taking into account the limited timescale available (the survey runs until 4 January 2021).

14 Vale of White Horse Planning Decisions / Updates from VWHDC Officers

- **Decisions**

To note the planning decisions where the Town Council's recommendation was to refuse planning permission or was contrary to the decision by the District Council:

Application Ref	Address	Town Council Recommendation	VWHDC Decision
P20/V2609/FUL	Units D, E, F & G Fairacres Retail Park Marcham Road	No objections	Refusal

Details of all VWH planning decisions can be found online at:
<https://data.whitehorsedc.gov.uk/java/support/Main.jsp?MODULE=DecisionList&TYPE=P&PAGE=1>

- **Withdrawn Application**

To note the following application has been withdrawn:

P20/V2608/FUL - Units D, E, F & G Fairacres Retail Park Marcham Road ABINGDON OX14 1TP

S73A - Variation of Conditions 5 (Servicing and Parking) and 14 (Landscaping) of planning application P19/V3301/FUL to allow Units F1, F2a, and F2b to be open for trade prior to the opening of Units F3, F4, and F5 without completing the service yard and landscaping works within the blue line. Variation of Conditions 3 and 10 of application P19/V0299/FUL to allow permitted Unit F2 to be subdivided and used for Class D2 and Class A3/A5 use. Variation of conditions 3 & 7 of application P17/V3413/FUL for amendments to the internal layout. Variation of conditions 3, 6, 7, 8, 9 & 10 of planning permission P15/V1063/O to allow the sale of food from proposed new unit F1, reconfigure permitted units and reduce the number of permitted new units from seven to five. Outline application (access and layout only) for the demolition of Units D, E, F & G and erection of a new terrace of seven retail warehouse units and associated parking, servicing & landscaping (Option 2)

15 **Certificate of Lawful Development**

To note the following application(s):

- **[P20/V3108/LDP](#)**
22 Knollys Close, OX14 1XN
Conversion of existing, attached garage to form a Cycle Store and Utility Room
- **[P20/V3118/LDP](#)**
29 St Peters Road, OX14 3SJ
Single storey porch extension. Single storey rear extension
- **[P20/V3150/LDP](#)**
45 West St Helen Street, OX14 5BT
Single storey rear extension

16 **Planning Applications**

To consider the planning applications received from the Vale of White Horse District Council (also South Oxfordshire District Council and Oxfordshire County Council as applicable). District planning applications can be viewed online at:

<http://www.whitehorsedc.gov.uk/services-and-advice/planning-and-building/find-application/planning-application-register>

and

<http://www.southoxon.gov.uk/services-and-advice/planning-and-building/find-application/planning-application-register>

General notes:

Note that in accordance with the District Council's constitution, when the Town Council objects to an application a Town Councillor may attend any subsequent District Council Planning Committee to outline the Town Council's reasons for objecting. Consequently, when there is an objection to an application the Committee is requested to appoint a Member to speak for the Town Council in this regard. Note the Town Council has no power to require an application to be referred to the District Council's Planning Committee.

Also note guidance from the District Council in relation to material and non-material planning considerations: <https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/planning-and-development/comment-on-planning-applications/how-to-comment-on-a-planning-application-effectively/> A useful resource in relation to the role of parish and town councils in the planning system is "Planning explained" which although published in December 2011 remains a very good overview of the system. It may be accessed online at:

<https://www.cpre.org.uk/resources/housing-and-planning/planning/item/2654-planning-explained>

Applications for consideration:

Note that the description of each application is as worded in the application.

1 [P20/V1711/HH](#)

8 Denton Close, OX14

Deadline for comments: 22 December 2020

Loft conversion to provide a bedroom and en-suite. First floor extension above existing dining room to form a new bedroom. Internal alterations. Add an entrance porch. (Additional car parking plan received 13 October 2020 and amended plan received 7 December 2020- making alterations to the existing conservatory)

(ATC previously recommended refusal:

The committee was concerned that the roof window would be overdevelopment and would overlook neighbouring property; therefore in contravention of Core Policy 37 – Design & Local Distinctiveness, and Development Policy 23 – Impact of Development on Amenity.)

2 [P20/V2764/HH](#)

31 Wilsham Road, OX14 5LD

Deadline for comments: 4 January 2021

Two-storey brick extension to side of house using materials in keeping with existing construction.

3 [P20/V2791/HH](#)

46 Austin Place Abingdon OX14 1LX

Deadline for comments: 7 January 2021

Two storey side extension with additional on-site parking.

4 [P20/V2971/HH](#)

87 Gainsborough Green Abingdon OX14 5JL

Deadline for comments: 16.1.21

Single storey extension to rear of property

5 [P20/V3008/FUL](#)

32 Caldecott Road, OX14 5HB

Deadline for comments: 4 January 2021

External alterations including replacing and raising the garage roof, conversion of existing dwelling and garage into 3 one bed units together with parking and amenity areas

6 [P20/V3043/FUL](#)

25-27 Stert Street, OX14 3JF

Deadline for comments: 6 January 2021

Refurbishment, alterations and extensions to separate commercial unit from existing flat and provide 3 x 1 bed flats.

7 [P20/V3044/LB](#)

25-27 Stert Street, OX14 3JF

Deadline for comments: 6 January 2021

Refurbishment, alterations and extensions to separate commercial unit from existing flat and provide 3 x 1 bed flats.

8 [P20/V3080/HH](#)

13 Bostock Road, OX14 1DP

Deadline for comments: 4 January 2021

Single storey rear extension

9 [P20/V3088/HH](#)

4 Pykes Close Abingdon OX14 2QL

Deadline for comments:

Proposed two-storey and single-storey extensions, internal alterations and removal of the existing store building in the rear garden.

10 [P20/V3093/HH](#)

24 Alexander Close, OX14

Deadline for comments: 4 January 2021

Detached garage and garage conversion

11 [P20/V3094/PDH](#)

29 St Peters Road, OX14 3SJ

Planning consultation re single storey rear extension. Depth 5.00m Height 3.70m Height to eaves 2.50m. Appendix attached.

12 [P20/V3102/O](#)

53 Welford Gardens, OX14 2BH

Deadline for comments: 9 January 2021

The proposal is to build one dwelling, two storey, three-bedroom, detached house on a plot of land approximately 16m wide by 13m deep. Site currently has 3-no. dilapidated garages. Resubmission of P20/V1559/O.

13 [P20/V3111/HH](#)

9 Bostock Road Abingdon OX14 1DP

Deadline for comments: 11 January 2021

Loft conversion (Retrospective)

14 [P20/V3114/DIS](#)

Land to the North West of Radley

Discharge of Conditions 5 (Strategic Water Main - Part discharge), 8 (Groundwater monitoring), 9 (Method statement for groundwater management), 10 (Foul water drainage), 11 (Construction Method Statement), 15 (Off-site highways works and timetable), 16 (Details of pedestrian and cycle crossing point at Church Lane), and 18 (Details of Whites Lane realignment) of application P17/V1894/O. Outline planning application for up to 240 dwellings (comprising a mix of 1, 2, 3, 4 and 5 bedroom dwellings) including affordable housing, open space and all associated ancillary works with all matters reserved except access.

15 [P20/V3120/HH](#)

17 Parsons Mead, OX14 1LS

Deadline for comments: 11 January 2021

Drop kerb required

16 [P20/V3142/FUL](#)

39 Bury Street, OX14 3QY

Deadline for comments: 10 January 2021

Change of Use to form a permanent external seating area.

17 [P20/V3147/HH](#)

13 Eason Drive, OX14 3YD

Deadline for comments: 13 January 2021

Demolition of existing conservatory, proposed 2 storey side extension to provide a new garden room and master bedroom. Part conversion of garage to create a new utility room and rear extension to extend to existing bedrooms and dining room.

18 [P20/V3175/HH](#)

Caprice Radley Road, OX14 3SN

Deadline for comments: 13 January 2021

Removal of existing linked garage and erection of two storey side extension and single storey rear extension.

19 [P20/V3179/FUL](#)

2 Tennyson Drive, OX14 5PD

Deadline for comments: 17 January 2021

Extension and conversion of existing house into four new dwellings, 3x1 bed flats and 1x2 bed flat with associated parking

20 [P20/V3208/HH](#)

7 Garford Close, OX14 2BY

Deadline for comments:

Extension works to form an extended lounge dining area, with replacement small bathroom to luxury bathroom. Second storey extension to extend over existing ground floor accommodation. Single storey rear extension. Minor alterations to internal layout.

The law allows members of the public and press to record meetings of the Council and its committees. Should you wish to record at any meeting which is open to the public it is requested that you inform the Town Clerk of your intention to film or record before the day of the meeting, by emailing democratic@abingdon.gov.uk

For information, whilst this meeting is being hosted virtually, the Council will not be recording the meeting