

**Abingdon-on-Thames Town Council  
Draft Minutes of the Planning, Highways & Consultations Committee  
Held at 7.00pm on Monday 21 December 2020**

**Present**

Cllr Lorraine Oates	Chair
Cllr Alex Greenaway	Vice-Chair
Cllr Charlie Birks	
Cllr Cheryl Briggs	
Cllr Grace Clifton	
Cllr Jim Halliday	
Cllr Patrick Lonergan	

**Also in attendance:**

Nigel Warner	Town Clerk
Andy Crick	Committee Clerk (Clerk to the meeting)

One member of the public

Cllr Greenaway chaired the meeting

**1 Apologies for Absence**

Cllr Samantha Bowring.

**2 Declarations of Interests**

Cllr Lorraine Oates declared a non-pecuniary interest in item 16.11, re 29 St Peters Road, OX14 3SJ, as she lives near to the property which is subject to the application.

**3 Minutes**

Page 2, item 4: Cllr Halliday noted that he had asked for the change mentioned at the previous meeting so he requested that the word 'had' be inserted on line four before the word 'asked'.

Page 2, item 7, Neighbourhood plan: Cllr Clifton noted that there was only one steering group.

It was **resolved** that the minutes of the meeting held on 7 December 2020, as amended, be signed as a correct record by the Vice-Chair.

4 **Matters Arising**

Cllr Birks asked if there had been any update on plans for Taurus House. The Town Clerk advised that he had heard nothing further.

Cllr Halliday reported that Mrs Nina Özdemir, the outgoing Planning Committee Clerk, was grateful for the thanks and flowers she had received from the committee.

5 **Public participation**

None.

6 **Committee Actions and Forward Plan**

There were no outstanding actions.

7 **Albert Park Conservation Area Appraisal**

This item was noted.

Cllr Halliday chairs the Albert Park Conservation Area Working Party and would convene it again. As the plan is to move from the Albert Park Conservation Area into the town centre conservation area, he invited Cllr Briggs to join so that she could understand how it works as he expected the town centre working party to be a more difficult undertaking. Cllr Briggs agreed.

Cllr Halliday will attempt to convene a meeting with residents in January and will contact the committee clerk to organise this.

Cllr Oates offered to help with taking photographs which were an important part of the evidence base to be included in the Appraisal and Cllr Halliday welcomed the offer.

8 **Vale of White Horse District Council deep cleaning services**

Cllr Halliday commented that the notice given by the District Council was rather short for this to be considered. Cllr Birks suggested that the District Council could liaise with the 'Abbey Bin It' group which does a very good job around the town. He noted that this kind of cleaning needs to be done regularly as part of general maintenance, rather than as an occasional deep clean.

A list of areas suggested by residents for cleaning had been prepared and would be sent to the District Council. Cllr Lonergan noted that litter was the responsibility of the District Council. He said the District Council had only offered to clean areas which they were responsible for.

Cllr Greenaway suggested sending the whole list to the District Council. Committee clerk to check if the suggested areas are applicable and to send the list to the District Council. Cllr Halliday referred to the final comment from the District Council which notes that all requests will be shared with the county council so that both authorities would share the jobs.

The Committee Clerk would prepare a list to be shared with councillors.

## **9 Abingdon Rowing Club annual event**

Mr John Simmons of Abingdon Rowing Club was present at the meeting and spoke on this item.

He noted that the Head of the River event was a big event which attracts as many as 1200 participants from across the region. The event takes a day and is well regarded in the rowing calendar. The event brings a lot of people and business to Abingdon. The event had to be cancelled this year because of Covid-19 but he hoped the event can be held on 21 April 2021. The rowing club contacted the Town Council to seek its views as there will be an impact on the town and would welcome its comments.

Cllr Halliday: when the Michaelmas and Runaway fairs were scheduled to come to Abingdon, the Oxfordshire County Council (OCC) Emergency Planning Officer and Vale of White Horse District Council (the District Council) Environmental Health Officers convened a Safety Advisory Group (SAG) which included the Fire Service and Police and this group considered the implications of Covid-19. Cllr Halliday expected that there would be a similar need for the planned event and, as it is on the river, both the Vale of White Horse District Council and South Oxfordshire District Council (SODC) are likely to want to be involved. Cllr Halliday recommended that the event organisers begin preparing a risk assessment, including proposals for participants and spectators, observers and plans to record contact details of visitors.

Mr Simmons said that risk assessments would be prepared and were passed to the Vale and SODC as the event uses Rye Meadow. Risk assessments are also prepared for British Rowing. He will follow this up with the local authorities concerned. The Town Clerk will email the details of the Vale contact, Richard Brown, to the committee clerk who can pass it on to Mr Simmons.

Cllr Clifton asked if this was a matter for the Planning, Highways and Consultations Committee. She suggested that it may be more appropriately dealt with by the Amenities and Recreation Committee or the Community Services Committee. The Vice-Chair agreed and noted that this would be appropriate in particular if the Town Council was asked to help with managing the event.

Mr Simmons would welcome the Mayor attending to award prizes. The Vice-Chair thanked Mr Simmons for his input.

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

Cllr Halliday commented that it would have been helpful if the Oxfordshire Growth Board had advised the Town Council about the consultation on the Oxfordshire Strategic Vision. He noted that 'Need not Greed' is made up of several groups and uses the CPRE to provide secretarial support. Cllr Halliday suggested that this item should have been headed 'Oxfordshire Growth Board Consultation', not 'Need not Greed' as Need not Greed is a lobby group and it is not the job of the Town Council to respond to comments from a lobby group. Cllr Halliday recommended that councillors should read and respond to the consultation before the deadline of 3 January 2021 as there is not time for a response to be submitted from the Town Council.

The comments from the Need not Greed Oxfordshire Coalition were noted and councillors will respond to the Oxfordshire Growth Board consultation individually should they choose to.

**11 GWR new timetable and Christmas service**

This item was noted.

**12 Oxfordshire County Council consultation portal**

Cllr Greenaway noted the consultation and commented that the deadline for responses, 8 January 2021, was very short. Cllr Greenaway noted that it would be difficult to respond in this timescale.

Cllr Halliday mentioned the value of having a registration service in Abingdon and asked councillors to reply noting how much they value having the registration service. Cllr Greenaway asked if these comments could be submitted as part of the survey. The Town Clerk agreed to follow this up.

**13 Information about the upcoming census 2021**

The Vice-Chair noted the deadline for the survey of 4 January 2021 and will respond on behalf of the committee.

Cllr Halliday expressed concern that so many surveys were being conducted online, which might disenfranchise a number of people who may not have access to or confidence using the internet for a variety of socio-economic reasons. He referred to former censuses which have been very lengthy, both on paper and digitally, which have been quite detailed and may be difficult to respond to.

Cllr Oates will also look at this survey and respond as well.

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

- Decisions

The following planning decisions where the Town Council's recommendation was contrary to the decision by the District Council was noted.

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

- Withdrawn Application

This item was noted.

## 15 Certificate of Lawful Development

This item was noted.

## 16 Planning Applications

Planning Applications were received and considered from the Vale of White Horse District Council. Following consideration of the planning applications, it was **resolved** that the following comments be forwarded as the Council's recommendations on the various applications:

### 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.)*

Comments

*Cllr Lonergan noted that none of the changes made to the application addressed the concerns of the neighbours about privacy. The decision of the Town Council is therefore unchanged.*

*Cllr Halliday was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**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.

Comments

*Councillors noted the comments from the County Council on this application with regard to future parking if the planned development of parking areas went ahead. The Town Council objected on the basis that there was a lack of parking and would like the applicant to address the parking requirement.*

*Cllr Greenaway was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**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.

Comments

*The Town Council objected to the application given that the development would be out of character with the surrounding area as it is very extensive. The Town Council is particularly concerned by the proposed fences which would close in the site. This change would be detrimental to the character of the area.*

*Cllr Lonergan was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**4**      [P20/V2971/HH](#)

**87 Gainsborough Green Abingdon OX14 5JL**

Deadline for comments: 16.1.21

Single storey extension to rear of property

Comments

*No objections.*

**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

Comments

*Councillors objected to this application as it represents overdevelopment of the site, which puts the development in conflict with Core Policy 37 (Design & Local Distinctiveness) of the VWH Local Plan 2031 (Part 1). Councillors also objected as there would be a lack of adequate parking, contrary to Core Policy 37 (Design & Local Distinctiveness) of the VWH Local Plan 2031, p132*

*Cllr Greenaway was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**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.

Comments

*Councillors objected to the application which was considered to be inadequate as it had not addressed the archaeological conditions of the site. The application did not include sufficient information about this. Councillors also objected because the application has inadequate car parking provision, which contravenes Core Policy 37 (Design & Local Distinctiveness) of the VWH Local Plan 2031, p132.*

*Cllr Briggs was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**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.

Comments

*Please see the comments under item 6, above, which also apply to this application.*

**8**      [P20/V3080/HH](#)

**13 Bostock Road, OX14 1DP**

Deadline for comments: 4 January 2021

Single storey rear extension

Comments

*Councillors had no objections subject to the building materials being consistent with the conservation area, which accords with Core Policy 37 (Design & Local Distinctiveness) of the VWH Local Plan 2031 (Part 1)*

**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.

Comments

*No objections*

**10**     [P20/V3093/HH](#)

**24 Alexander Close, OX14**

Deadline for comments: 4 January 2021

Detached garage and garage conversion

Comments

*No objections*

**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.

Comments

*No objections*

**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.

Comments

*Councillors considered that the application lacked sufficient detail, in particular with regard to cycle paths and that it could not be properly determined as a result. For this reason the Council will record its objection to the application.*

*Cllr Clifton was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**13**     [P20/V3111/HH](#)

**9 Bostock Road Abingdon OX14 1DP**

Deadline for comments: 11 January 2021

Loft conversion (Retrospective)

Comments

*No objections*

**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.

Comments

*Cllr Birks raised serious concerns regarding this application. The realignment of the junction as it crosses in front of Thrupp Lane is potentially dangerous. There is a possible issue with large vehicles including buses turning into Thrupp Lane which could be hazardous. The road is part of National Cycle Route 5.*

*He also noted that where the new cycle track crosses the proposed access to the development off Whites Lane, the proposal does not comply with Oxfordshire Cycling design standard 2.2.8 which sets out how cyclists should have rights of way across such access.*

*Cllr Birks also queried when the extensive work would be done on this as there was no information provided in the application. He was concerned that the proposed housing might be built and the planned junction works not done.*

*Cllr Birks referred to proposed changes to the roundabout at the end of Audlett Drive going on to Radley Road and noted that the proposed cycling refuge in the middle of the junction is not long enough and does not comply with the required standards.*

*Councillors agreed to object on the basis of the issues raised by Cllr Birks and potential issues for cyclists.*

**15**     [P20/V3120/HH](#)

**17 Parsons Mead, OX14 1LS**

Deadline for comments: 11 January 2021

Drop kerb required

Comments

No objections

**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.

Comments

*The Town Clerk commented that this application was intended to regularise the current situation which has been there for over ten years. The application would still need the consent of the precinct landlord. The café already has permission to place tables on Town Council land, an arrangement which is renewed annually. The application may be down to current tenants seeking to regularise the current situation, for which permission expires in September 2021.*

*Councillors were concerned about the access to the precinct, which is narrow as a result of the current seating area. It was agreed that the Town Council would object to the application on the basis that the siting of the tables restricts access to the precinct too much.*

*Cllr Briggs was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**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.

Comments

No objections

**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.

Comments

No objections

**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

Comments

*Councillors objected to this application as it was considered to be overdevelopment of the site, in contravention of Core Policy 37 (Design & Local Distinctiveness) of the VWH Local Plan 2031 (Part 1)*

*Cllr Greenaway was nominated to speak on behalf of the Town Council should this application be taken to District Council Committee.*

**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.

Comments

*No objections*

The meeting rose at 8.40pm