



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341 Fax: 01608 645206

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK: Luci Ashbourne

10th December 2021

SUMMONS TO ATTEND A MEETING OF THE

STRATEGIC PLANNING COMMITTEE

TO: All Members of the Strategic Planning Committee

VENUE: Council Chamber, the Town Hall

DATE: Wednesday 15th December 2021

TIME: 7:15pm

Kay Linnington
Deputy Town Clerk

Cllr G Mazower (Chair), Cllr C Butterworth, Cllr R Foakes, Cllr J Graves, Cllr D Heyes, Cllr E Holmes,
Cllr A Miles (Vice-Chair), Cllr M Walker, Cllr N Whitmill

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

A G E N D A

1. Apologies for absence

To consider apologies and reasons for absence.

Committee members who are unable to attend the meeting should notify the Deputy Town Clerk (deputyclerk@chippingnorton-tc.gov.uk) prior to the meeting, stating the reason for absence.

2. Declaration of interests

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. Minutes

To approve the Minutes of the Committee meeting held on 13th October 2021.

4. Public Participation

The meeting will adjourn for this item.

Members of the public may speak for a maximum of five minutes each during the period of public participation

5. East Chipping Norton Development Update

Report on current situation

6. Section 106

To discuss and agree matters relating to section 106

7. Planning

- a. To receive the minutes of the Planning Sub-Committee held 29th November 2021 (see attached)
- b. To discuss the impact that the planning application [21/03159/FUL](#) Diddly Squat, Chadlington will have on Chipping Norton.

8. Confidential Session

To resolve to move into a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960. The public and press should leave the meeting during the consideration of item 11.

9. The Guildhall

To receive a verbal update regarding The Guildhall

10. Date of Next Meeting - Wednesday 16th February 2021



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Minutes of a meeting of the **Strategic Planning Committee** held in Chipping Norton Town Hall on **Wednesday 20th October 2021**

The following members were present:

Cllr G Mazower (Chair)
 Cllr C Butterworth
 Cllr J Graves
 Cllr E Holmes
 Cllr A Miles
 Cllr Foakes

Also in attendance:

Elizabeth Gilkes – Locum Clerk

1 member of the public

SP28	Apologies for absence Apologies for absence were received from Cllrs Heyes, Whitmill and Walker
SP29	Declaration of Interests None received
SP30	Minutes RESOLVED That the Minutes of the Committee meeting held 8 th September 2021 are approved as correct record and signed by the Chair
SP31	Public Participation No members of the public asked to participate
SP32	East Chipping Norton Development Update
a.	Report on current situation Chair reported on meetings attended with OCC and WODC which were very positive and a further meeting arranged to progress discussions. Possibility of Council employing consultants to represent and promote Council's interests as part of Masterplan. The costs implications were discussed but advised could be split between various stakeholders. Cllr Butterworth sought further clarification as to how much influence Council able to have although noted that Neighbourhood Plan in place and that covered various salient factors.
b.	Field Reeves – Cllr Mazower reported that the Field Reeves had sought permission to appoint a Land Agent to explore various options pertaining to land associated with the Tank Farm development. Council were content with this appointment being made

c.	Reflection on two questions from Annual Community Meeting
	<p>1. Are we being realistic about what we can and cannot influence? Cllr Graves reflected on impact that TC had had in previous development projects and felt that Council had to be viewed as being proactive in representing residents interests whilst appreciating Cllr Butterworths concerns that views would not be respected and that there were possible financial implications. Cllr Foakes emphasised importance of being transparent and that providing information on new website would be of prime importance.</p>
	<p>2. How can the public support the ECND work ? Cllrs felt that encouraging participation in forums and requests for specific expertise from residents may be a possible avenue to promote engagement. The current staffing shortage possibly precludes extra associated administrative work until situation improves.</p>
SP33	<p>Parking/Traffic Consultation To consider the draft paper – as circulated</p> <p>Cllrs noted the content and Chair asked for clarification whether remit of brief for consultancy work should highlight certain areas or be inclusive of all the points covered in the draft paper, general view was that it had to be inclusive. The HGV situation is already being addressed by OCC Traffic Advisory Group and associated bodies. The intention is to be in a position to appoint Consultants by January 2022 and assistance to be sought from all bodies with relevant interests, ie Active Travel Scheme, Villager Bus, Sustrans, etc.</p> <p>It was RESOLVED that Cllr Graves and Traffic Advisory Group assist with assembling relevant documentation to accompany Brief to preclude duplicate research work. Cllr Foakes was asked to liaise with Active Travel Scheme, etc. to enable their input to be included. Cllr Whitmill would be asked to talk with the Villager Community Bus/West Oxfordshire Community Transport</p>
SP34	<p>Budget To plan and discuss the budget for 2022 – as circulated</p> <p>Comparative figures for previous years were shown and Committee noted proposed expenditure for 22/23 year and clarification on some figures to be sought and circulated</p> <p>It was RESOLVED that subject to more detailed explanation of proposed expenditure Cllrs were content in principle on basis that there would be further scrutiny by Finance and Resources and Main Council. Cllr Butterworth abstained as not comfortable with level of budget proposed.</p>
SP35	<p>Section 106</p> <p>a. To receive a report on WODC Workshop as circulated. Next steps are to have meetings with Phil Shaw, Business Manager at Publica/WODC and with an experienced ex-Cllr from Gloucestershire CC with considerable experience of S106 to be convened to deepen councillors understanding of S106. Cllrs Holmes and Foakes volunteered to participate in discussions.</p>
	<p>b. To discuss formulating a plan: phase 1 A schedule of work needs to be compiled so that Council are fully informed as to what funds are available and how allocated</p>

SP36	<p>Planning Applications To receive the minutes of the Planning Sub Committee held on 11th October 2021 as circulated</p> <p>The Committee considered the following applications</p> <p>21/03065/HHD – 6 Albion Place Erection of single storey extension to form a boot room No Objection</p> <p>21/02850/FUL & 21/02851/LBC – 23 West End Conversion of existing ground floor shop to provide additional living space along with the conversion of the outbuildings to create a separate self contained unit No Objection</p> <p>21/03273/HHD – 1 Over Norton Road Replace float roof over front entrance porch and garage with pitched roof. Conversion of existing garage and construction of first floor extension above to create additional living space No Objection</p>
SP37	<p>Confidential Session To resolve to move into a Confidential Session to discuss Separate Business, pursuant to s.1 (2) of the Public Bodies (Admission to Meetings) Act 1960. The Public and Press should leave the meeting during consideration of Agenda Item 11</p> <p>Motion to adopt was proposed by Cllr Butterworth and seconded by Cllr Mazower</p>
SP38	<p>The Guildhall To receive a verbal update regarding the Guildhall</p> <p>Cllr Mazower reported on discussions that are taking place with third party re possible use</p>
SP39	<p>Date of Next Meeting – Wednesday 15th December 2021</p>