



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

31st May 2022

SUMMONS TO ATTEND A MEETING OF STRATEGIC PLANNING COMMITTEE

TO: All Members of the Strategic Planning Committee

VENUE: Council Chamber, Chipping Norton Town Hall

DATE: Wednesday 8th June 2022

TIME: 6:30pm

Luci Ashbourne
Town Clerk

Cllrs S. Coleman, E. Holmes, C. Butterworth, D. Heyes, R. Foakes, J. Graves, A. Miles and M. Walker.

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. Election of Chair

To receive nominations for and elect the Chair of the Strategic Planning Committee for the municipal year 2022/23

2. Election of Vice-Chair

To receive nominations for and elect the Chair of the Strategic Planning Committee for the municipal year 2022/23

3. Apologies for absence

To consider apologies and reasons for absence.

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

4. 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

5. Minutes

To approve the Minutes of the Committee meeting held on 13th April 2022.

6. 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.

7. East Chipping Norton Development

To receive an update regarding the East Chipping Norton Development.

8. Walterbush Road Bus Stop

- a. To receive and consider a report from the Clerk regarding the planters at Walterbush Road and agree next steps.
- b. To receive communication regarding the Walterbush Road Bus Shelter and agree next steps.

9. Parking funding from WODC

To receive an update report from the Clerk regarding this.

10. 20mph Speed Limit for Towns

To receive a report after having expressed an interest in Oxfordshire County Council's 20mph for towns initiative and agree next steps.

11. S106

To receive an update report from the Clerk following the previous meeting regarding sports provision in the town.

12. Benches

- a. To receive a report regarding options for purchasing a six seater bench for the Millennium Garden and agree next steps.
- b. To receive an update on the town centre bench restoration project and agree next steps.

13. Planning Applications

To receive and consider a schedule of Planning Applications from West Oxfordshire District Council.

14. Date of Next Meeting – Wednesday 6th July at 6:30pm



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

Minutes of a Strategic Planning Committee Meeting held on the 13th April 2022, at 7:15pm in the Council Chamber of the Chipping Norton Town Hall

Present:

Cllr G Mazower (Chair)

Cllr D Heyes

Cllr J Graves

Cllr S Coleman (standing in)

Cllr A Miles

Cllr E Holmes (entered at 19:21)

Also Present:

Luci Ashbourne (Town Clerk)

Katherine Jang (Deputy Town Clerk)

1 member of the public

SPC58	Apologies for absence Apologies received from Cllrs C Butterworth, M Walker and N Whitmill
SPC59	Declaration of interests No declarations of interest received
SPC60	Minutes a. RESOLVED: That the Minutes of the Strategic Planning Committee meeting held on the 16 th February 2022 are approved and signed by the chair. b. Cllrs noted the draft minutes of the Planning Sub-Committee meeting held on 7 th March 2022. c. Cllrs noted the draft minutes of the Traffic Advisory Sub-Committee meeting held on 24 th March 2022.
SPC61	Public Participation None received
SPC62	East Chipping Norton Development Cllrs received a verbal report from Cllr D Heyes about the East Chipping Norton Working Group which has held 4 meetings to date. Cllr Heyes also noted that the Liaison Group had held a meeting via Zoom on the 31 st March 2022, and included Transport and Planning officers from OCC and representatives from Chipping Norton. Cllr Heyes noted that the Master Planning process has now been paused indefinitely, and they are yet to receive the next dates for the Liaison Meetings. The reason given for the Master Planning pause is the need for more surveys and research to be done. Cllr Saul believes the reason for this is due to archaeology on the site.

	<p>Cllr A Miles stated that if the intention of the developers is to increase the number of houses at the site to 1200 rather than 600, he intends to stand down as Town Councillor.</p> <p>Some discussion occurred surrounding the need for an Environmental Impact Assessment at the East Chipping Norton site, as well as the importance of the provision of Open Space</p> <p>Cllrs raised an issue about speculative development should the Master Planning process delay too long.</p> <p>Cllr Mazower queried the outcome of the Working Group and if they feed into the Liaison Group.</p> <p>Cllr Heyes noted that the Working Group will continue to meet fortnightly despite the pause in the Liaison Group meetings. Cllr Coleman is planning a strategy meeting to plan the practical matters of the Working Group and meeting themes to agree a process for how they will proceed going forward.</p>
<p>SPC63</p>	<p>S106</p> <p>The Chair prepared a report for Councillors about S106 funding. The report noted different projects that could be eligible for S106 funding, how applications will be assessed, and gave specific examples of projects that may work in Chipping Norton.</p> <p>The projects included ideas about: Youth provision, cycle-routes, Greystones facilities and Sports Parks, the Villager Community Bus, reconfiguring the Town Hall for modern community use, an electric car club, a community-led arts project, a market garden for the town, or a heritage project.</p> <p>Cllrs queried the amount of S106 money specified for Chipping Norton's use. The Chair noted that the District and County councils would negotiate this with the developers, but the amount is undetermined.</p> <p>RESOLVED: For the Clerk to investigate and set a date for a community engagement meeting involving key stakeholders and community groups.</p> <p>RESOLVED: For the Clerk to investigate and request a quote for consultation with regarding community consultation and strategic sports plan proposal.</p>
<p>SPC64</p>	<p>Planning Matters</p> <p>a. Cllrs received an update from the Deputy Clerk on planning consent in New Street. The Deputy Clerk gave background information on the complaints raised by residents in New Street regarding residents changing their front gardens to hard standing for use as parking. The Deputy Clerk had communicated with WODC Planning, who subsequently raised the issue from low priority to urgent enforcement. An Enforcement Officer had been out to assess the site on the 7th April 2022, outcome yet to be determined. The Deputy Clerk had also liaised with OCC Planning and OCC Highways about the issue of dropped kerbs and received information that no applications were found for New Street. This should have been received as New Street is a Classified Road and dropping a kerb would require full planning permission. An OCC Highways Officer will be out to survey the</p>

	<p>site soon and will liaise directly with the WODC Planning Enforcement Officer.</p> <p>b. Cllrs received a schedule of Planning Applications from West Oxfordshire District Council.</p> <p>1. APPLICATION NO: 22/00698/S73 PROPOSAL: Variation of Condition 2 of planning permission 19/02946/FUL to allow changes to the design and position of the communal garaging. LOCATION: Heythrop Hunt Kennels Kennel Lane Chipping Norton</p> <p>No objection: No comments</p> <p>2. APPLICATION NO: 22/00682/S73 PROPOSAL: Variation of condition 2 of planning permissions 05/1818/P/FP to allow the use of horizontal timber boarding. LOCATION: Chase House 52 Over Norton Road Chipping Norton</p> <p>No objection: No comments</p> <p>3. APPLICATION NO: 22/00897/FUL PROPOSAL: Replacement of existing stone walling to car park with timber close boarded fencing. LOCATION: 15 Burford Road Chipping Norton</p> <p>No objection: No comments</p> <p>4. NOTIFICATION OF PLANNING APPEAL ORIGINAL APPLICATION NO: 21/02515/FUL APPEAL REFERENCE: 21/00044/APPEAL or APP/D3125/W/21/3288685 DESCRIPTION: Erection of detached dwelling with off street parking and garden space</p> <p>Cllrs noted this Planning Appeal.</p>
SPC65	<p>Town Centre Benches</p> <p>Cllrs received a report from the Clerk regarding the restoration of the benches in the Millennium Garden. The Clerk informed Cllrs that one bench has been removed from the Millennium Gardens which is being replaced by the new flagpole.</p> <p>RESOLVED: Cllrs agree that the donation from the Freemasons will be used to replace one broken bench in the Millennium Gardens.</p> <p>RESOLVED: Cllrs agree to have a 6-Seater curved bench in the Millennium Gardens to replace the second broken bench.</p>
SPC66	<p>Date of next meeting Wednesday 8th June, 6:30pm</p>

Meeting closed at 8:28pm

Signed as an accurate record

Chair..... Date.....

DRAFT

Agenda item 8a – Walterbush Road Bus Shelter Planters

Last year, OCC installed a bus shelter using S106 funding at the request of the Council. This bus shelter includes four large planters, and it falls to The Town Council to plant and maintain these.

Due to the fact there is no readily available water supply nearby, it would be prudent for the committee to consider a planting scheme that does not require regular watering, or has a self-watering system that can be filled up and monitored.

The Clerk has looked into small, slow growing trees which may be an option. It may be that the Council wish to speak to local volunteer groups to see if they can advise and help with the appropriate planting scheme.

Recommendations

- a. That the Committee decide what its overall aspirations are for the planters located at the Walterbush Road Bus Shelter.
- b. That the Committee set a budget from the Street Scene budget in order that the planters can be utilised.

From
To:
Subject: Bus shelter on Walterbush Road
Date: 09 March 2022 14:26:40

Dear Luci

I hope the communities committee can reconsider the case of the Walterbush Road bus shelter as soon as possible.

As you know the bus shelter was taken down in February 2018 and finally replaced last autumn. Unfortunately the new shelter does not have the perspex sides to stop the wind and the small seat originally agreed in November 2018 (and noted in the Council minutes). To add insult to injury when the new shelter was erected the seat by the shelter was removed and has now been replaced by flower planters. These look very nice but unfortunately will not help the problems of elderly and infirm residents waiting for the bus at a very windy spot often for up to half an hour.

I know the council did their best to remedy the problem but could they consider some sort of seat or resting ledge and at least one perspex side against the prevailing wind please?

with all best wishes

Agenda item 10 – 20mph Speed Limit for Towns

As agreed at the meeting of Full Council in March, The Clerk contacted OCC to express Chipping Norton Town Council's interest in taking part in the 20mph scheme for towns. The message was that this was an initial expression of interest, with a view to the council consulting with residents on this.

The reply from the officer at OCC was as follows:

Thank you for your application to reduce 30 mph speed limits in Chipping Norton to 20mph wherever the requirements are met (and where proposals do not meet the criteria we'll work with you to identify the best solution). As a starter if you could apply using the link below that will get your interest registered on our system. It will be helpful to gauge the level of support for the 20 limit; this could be a petition, survey or poll that allows you to demonstrate its popularity amongst your community. This is not mandatory, and there are no criteria on how this should look. However the better communities can demonstrate that they've consulted their residents the easier it is for us to factor that into the decision-making process

Further information and advice can be found at [Requesting 20mph restrictions | Oxfordshire County Council](#)

The committee should consider how it wishes to gather the views of residents on the 20mph for town's initiative. A way to gather the most comprehensive views is through a survey, where both qualitative and quantitative data can be gathered and analysed.

Agenda item 12a – Six seater curved benches for the Millennium Garden.

At the last meeting the committee asked the Clerk to research options for a curved six seater bench to be installed in the Millennium Garden. The following information is being presented to the committee for consideration:

The Sheldon bench



<https://langleydesign.co.uk/products/benches/sheldon-bench-sbn330/>

The SBN330 are £950 each. (would need two or three) No installation required

The Iona Bench



<https://www.recycledfurniture.co.uk/Benches-and-Seating/Iona-Bench>

RFPY1124	Iona Base Element	L2900 x D700 x H470	235kg	Brown	£1,085.00
RFPY1125	Iona Add-On Element	L2200 x D700 x H470	130kg	Brown	£725.00

Would need a budget for planting. No installation required.

The Springwell bench



<https://www.baileystreetscene.co.uk/springwell-bench>

General cost – 1.5m bench last year's cost was £900 . The 2.3m option (pictured above) was £1200. Costs for this year will have increased by 10% or so.

Would need hard-standing base for the bench to be installed on (appx cost £400)

Agenda item 13 – Planning Applications

1. **APPLICATION NO:** [22/01061/FUL](#)
LOCATION: The Manor House Gallery West Street Chipping Norton
PROPOSAL: Alterations to install rear fire escape to serve existing shop and construction of two flats above together with associated works including provision of car parking.

2. **APPLICATION NO:** [22/01349/HHD](#)
LOCATION: 10 Tilsley Road Chipping Norton
PROPOSAL: Remove existing conservatory and erection of replacement single storey extension to form dining room. Construction of two storey and first floor side extension together with loft conversion and rear dormer to enlarge existing garage and create first floor bedroom with en-suite.