



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 and CEO: Luci Ashbourne

12th September 2023

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: Monday 18th September 2023

TIME: 6:30pm

Luci Ashbourne
Town Clerk and CEO

A handwritten signature in blue ink, appearing to read 'Luci Ashbourne', is written over the printed name and title.

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 Town Clerk (townclerk@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

- a. To approve the minutes of the Committee meeting held on the 10th July 2023.
- b. To note minutes from the cycling action group held on 21st August 2023.

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. Committee action plan

To note the committee action plan

6. East Chipping Norton Development

To receive any updates

7. Cemetery

To note a report from the Deputy Clerk and Estates Officer.

8. Benches

To receive an update

9. Planning Applications

- a. To consider initial planning proposals for land East of Burford Road
- b. To receive a schedule of planning applications from West Oxfordshire District Council.
- c. To receive a revised proposal for 6 new dwellings to the rear of 16-17 High Street

10. Date of Next Meeting – Monday 13th November 2023



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 on the 10th July 2023, at 6:30pm in the Lower Hall of the Chipping Norton Town Hall

PRESENT: Cllrs Mike Cahill (Chair), Dom Rickard, Ian Finney, Jo Graves, Alex Keyser, Michael Rowe, Sandra Coleman, Tom Festa (substituting)

ALSO PRESENT:

Luci Ashbourne, Town Clerk and CEO

Katherine Jang, Deputy Town Clerk and Estates Manager

Paolo Oliveri, Maintenance Operative

SPC16	Election of Vice-Chair Members received nominations for the election of Vice-Chair of the Strategic Planning Committee for the municipal year 2023/2024. Cllr Cahill proposed Cllr Rickard, seconded by Cllr Coleman. All in favour, motion carried. RESOLVED: That Cllr Rickard is elected Vice-Chair of the Strategic Planning Committee for the municipal year 2023/2024.
SPC17	Apologies for Absence Apologies were received from Cllr Mark Walker.
SPC18	Declaration of Interests A declaration of interest was received from Cllr Tom Festa regarding Item 12. Planning Applications.
SPC19	Minutes a. RESOLVED: That the Minutes of the Committee meeting held on the 5 th June 2023 were signed as an accurate record of the meeting by the Chair. Matters arising – Cllr Finney queried if any response from Turley had been received. None received. b. Members noted the minutes of the Traffic Advisory Sub-Committee meeting held on the 29 th June 2023.
SPC20	Public Participation None received.
SPC21	Committee Action Plan Members noted the ongoing Committee Action Plan.
SPC22	East Chipping Norton Development No new updates or information received.

	<p>Cllr Coleman raised that infrastructure is meant to be part of this development, as written in the Air Quality Action Plan (West Oxfordshire District Council report).</p>
SPC23	<p>Cemetery</p> <p>Members noted a report from the Deputy Clerk and Estates Officer. Members agree in principle that the bird feeding or nesting box would be an appropriate way to acknowledge the resident's tradition of feeding the birds at the cemetery, subject to approval by the Council's Pest Management consultant and the resident.</p>
SPC24	<p>Benches</p> <p>Members received an update from the Town Clerk. The Millennium bench is now installed, and the plaques have now been re-installed on the benches.</p> <p>A resident has requested an alternative placement of the bench at Spring St. from in front of the houses to the parking area on Spring St. This alternate location has been approved in principle by OCC Highways.</p> <p>Cllrs discussed relocating one of the mis-matched benches in the entrance of the car park of the cemetery to Spring St. and purchasing a matching one for the cemetery. Cllrs pointed out that the area for the Spring St bench is a smaller area and therefore possibly needs a smaller bench.</p> <p>RESOLVED: Members agreed to accept the budget of £500 to install the Spring St bench, delegated to the Town Clerk, the Chair, and Cllr Keyser.</p>
SPC25	<p>Chipping Norton Air Quality Action Plan</p> <p>Members discussed the draft Air Quality Action Plan and raised the following comments:</p> <ul style="list-style-type: none"> - The data on "Figure 2-4: Diffusion tube results for annual mean NO2 concentrations, for Chipping Norton between 2017 and 2021" shows that most areas in Chipping Norton are 5x the current WHO guidelines. The data also stops in 2021, which is not current. - The estimated vehicle statistics do not include the proposed East Chipping Norton development of 1200 homes. - Recommendations and actions are missing from the report which could include having a small depot for deliveries in Chipping Norton with a fleet of electric vehicles. - A new fleet of electric buses has been commissioned for use in Oxford city, but the buses which serve rural areas are much older and inefficient. The reasoning given for this is that the range of electric buses is not suitable for longer journeys, which the Cllrs disagree with. There is scope to expand the electric charging hubs in rural Oxfordshire to ensure service to these areas. <p>RESOLVED: That Cllrs Cahill and Keyser write a letter in response to the draft Air Quality Action Plan by the 14th July 2023.</p> <p>RESOLVED: That a working party is formed to ensure collaboration between WODC and the Town Council for the draft Air Quality Action Plan, and to extend</p>

	<p>an invitation to OCC's Officer Susan McPherson. Cllrs Festa, Cahill, Coleman, Rickard, Keyser, and Graves volunteered to join the working party.</p>
SPC26	<p>Speed Indicator Device Members received quotes for a speed indicator device to be installed on Churchill Road. Members identified the key criteria for choosing a supplier for the SID: Solar-powered with backup battery, what the display could show, cost, and the overall quality and warranty. Members discussed the 4 quotes received.</p> <p>Cllr Cahill proposed to accept the Elancity/Evolis quote for £2,807.99, seconded by Cllr Graves. All in favour, motion carried. RESOLVED: To accept Supplier 1's (Elancity/Evolis) quote for £2,807.99 incl VAT.</p> <p>Members discussed requesting if it is possible to extend the warranty with the supplier, and to estimate the maintenance for the SID into the council budget going forward.</p> <p>RESOLVED: That members agreed that an application should be submitted for the costs of the preferred SID to be covered by Cllr Saul's County Cllr Priority Fund. Members noted thanks to Cllr Saul for being willing to consider supporting this.</p>
SPC27	<p>Planning Applications Members received a schedule of planning applications from West Oxfordshire District Council.</p> <p>APPLICATION NO: 23/01492/S73 PROPOSAL: Removal of conditions 4, 6, and 7 of permissions 20/00344/S73 and 19/00638/FUL to complete proposed works without the submission of the details of external windows and doors, details of superfast broadband and full surface water drainage scheme (retrospective).</p> <p>APPLICATION NO: 20/00344/S73 PROPOSAL: Non compliance with condition 2 of planning permission 19/00638/FUL to allow design change. LOCATION: 5A The Leys, Chipping Norton, Oxfordshire</p> <p>RESOLVED: No objection, no comment.</p> <p>APPLICATION NO: 23/01526/FUL PROPOSAL: Removal of existing external signage, removal of ATM and infill existing aperture with stonework to match existing, removal of night safe face plate only and infill aperture with stonework to match existing, seal existing letter box internally.</p> <p>APPLICATION NO: 23/01527/LBC PROPOSAL: Internal and external alterations to remove existing external signage, remove ATM and infill existing aperture with stonework to match</p>

	<p>existing, remove night safe face plate only and infill aperture with stonework to match existing, seal existing letter box internally, remove internal counters and all internal furniture and removal of a few stud partitions.</p> <p>LOCATION: Barclays Bank, 15 High Street, Chipping Norton, Oxfordshire</p> <p>RESOLVED: No objection, no comment.</p> <p>APPLICATION NO: 23/01499/LBC</p> <p>PROPOSAL: Internal and external alterations to include a mixed-use conversion and redevelopment of existing retail and residential premises to form a 2-screen cinema, eight residential apartments (C3) plus five serviced short-term let apartment suites, with 14 spaced car park and shared bin and bicycle stores to rear. Variation of condition 5 (approved plans) of planning permission 21/01205/LBC to allow design changes.</p> <p>LOCATION: 29 High Street, Chipping Norton, Oxfordshire</p> <p>APPLICATION NO: 23/01458/LBC</p> <p>PROPOSAL: Erection of advertisement signs</p> <p>LOCATION: 29-30 High Street, Chipping Norton, Oxfordshire</p> <p>RESOLVED: No objection, no comment.</p> <p>APPLICATION NO: 23/01286/HHD</p> <p>PROPOSAL: Addition of side door entrance, two proposed skylights to rear garage roof and front of loft</p> <p>LOCATION: 5 Wilcox Road, Chipping Norton, Oxfordshire</p> <p>RESOLVED: No objection, no comment.</p> <p>APPLICATION NO: 23/01730/HHD</p> <p>PROPOSAL: Erection of single storey and first floor extensions</p> <p>LOCATION: 33 Lords Piece Road, Chipping Norton, Oxfordshire</p> <p>RESOLVED: No objection, no comment.</p> <p>TO NOTE: We have received comments from the agent representing APPLICATION NO: 23/01460/ADV (proposed signage for cinema at 29-30 High Street, Chipping Norton,) following Cllr comments which were submitted to the WODC Planning Portal: "There would not be any glare to motorists as the fascia letters are warm white halo and the small box on top of the double sided sign is diffused by opal acrylic so neither has direct light from the signage. The illumination will also be turned off during the night and this will occur when the cinema closes at 23.00 except for 24.00 on a Saturday."</p>
SPC28	<p>Date of Next Meeting Monday, 18th September 2023</p>

The Chair closed the meeting at 8:00 pm.



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm

Minutes of the **Chipping Norton Cycling Improvements Action Group**
(Working Group to Traffic Advisory Sub-Committee) held on **Monday 21st August** in Chipping
Norton Town Hall

Present:

Cllr Tom Festa
Cllr Mark Walker
Cllr Mike Cahill
Jill Festa
Dominic Hex
Kara Milner

Also present:

Luci Ashbourne, Town Clerk and CEO

1. Election of Chair

Cllr Tom Festa suggested that he take on the role of Chair, Cllr Mark Walker seconded. All in favour. Motion carried.

RESOLVED: That Cllr Tom Festa is elected as Chair of the Action Group.

2. Apologies

Apologies were received from Tom Yeatman, Charlotte Livingston, Cllr Sandra Coleman, Richard Fairhurst and Cara Hedges.

3. Safety and Road Quality

3.1 The group discussed the use of 'Fix my Street' app from a cyclist perspective, and the benefits of having a cycling focused 'super-user' who would be trained up to report issues and have a connection with the highways officer.

<https://news.oxfordshire.gov.uk/super-solution-to-local-road-problems/>

RESOLVED: That Cllr Tom Festa, Dom Hex and Jill Festa to sign up for the super user training.

The group also discussed promoting local routes/loops, including links into established Sustrans Routes, cycling friendly signs, and the double roundabout needing to be much more cycling friendly.

3.2 Cycling drop in clinic monthly Saturday mid-morning (10.30-12noon proposal)

The Group discussed holding workshops at the newly installed bike repair station at the Chipping Norton Leisure Centre.

Potential topics: basic getting 'back on the bike' riding skills/exercises, helmets and visibility gear, bike roadworthiness assessment, basic maintenance, bike security, on road confidence building exercises.

Charlotte Livingston works with adult cyclists to help build their confidence. It was agreed it would be prudent for Dom Hex to lead this clinic as rep of Windrush Bike Project for insurance and risk assessment purposes. Dom to take a lead on organising. Next steps: Confirmed with Windrush Bike Project, agree a date and send invitations to schools.

Cllr Mark Walker confirmed that he and Cllr Rachel Andrews are keen to visit Windrush Bike Project. Dom Hex will try to arrange this.

4. Establishing a CNTC Cycling webpage, ideas;

Cllr Tom Festa outlined that the Guildhall Staff can facilitate the creation of a cycling focused webpage on the CNTC website.

Potential Content:

- Safety check list for cyclist and bike
- Safety tips for car drivers (new highway code reminders)
- Basic maintenance video links
- Local bike repair stations and cycle shops
- Local cycling groups
- Family cycling destination routes
- Linking to National Cycle way

Cllr Festa and others will create content and links which will be stored on a shared drive and uploaded to the website.

5. Future topics prioritisation review/discussion

The group discussed priorities for future discussion including:

- Chippy Cycling friendly signage
- Cycle paths - we haven't got any yet!
- Cycle School Bus concept for Chippy School - Dom Hex is going to a Sustrans Webinar – will feedback.
- Promotion of e-bike usage
- Establishing a Bike library – grant via Windrush bike project
- Barriers to start cycling – hills, road safety.

6. Email sharing / WhatsApp group

Members of the group agreed to share their contact so as to be in touch with one another. Members not present will be asked via email.

7. Date of next meeting

Monday 2nd October 2023 at 6:30pm.

8. AOB

There was no other business to discuss.

Agenda item 5 – Committee action plan

It should be noted that this action plan is a working document and can be updated at any point.

Action	Whose involved?	Budget	Commencement	Completion	Notes/Comment
Undertake an audit and needs assessment of sports provision across the Town and then feed this into WODC's planning needs assessment	CNTC/ Staff / Clubs/ Associations/WODC	N/A	Sep-21	Ongoing	WODC's sports and pitch provision strategy has been approved and is in the public domain. Jan 2022. Awaiting meeting confirmation from WODC Exec member Cllr Joy Aitman.
Promote active travel and transport in the Town	CNTC/Transition CN/Working group/TAC		Ongoing	Ongoing	LCWIP
Delivering the East Chipping Norton Development Vision Statement	CNTC/OCC/WODC//working group/Community First		Ongoing	Ongoing	Master-planning process paused. Letter sent to OCC and WODC. Build Chippy Better group meeting regularly. Historic England have submitted an application for the archaeological site to become a scheduled monument. Community First have produced the Community Land Trust Document. The recommendations in this report are now being processed by interested parties.
20mph scheme for Chipping Norton	CNTC/OCC TAC		April 22	April 24	TC consultation complete. Report published. Awaiting roll out of scheme by OCC
New bus shelter at Walterbush road	CNTC/OCC	£106	2020	Sept 23	New shelter installed. Quotes for sides/seats approved. Installation now complete. Planters are being relocated to the Town Centre.
Restoring the town's municipal and memorial benches	CNTC staff/contractors	Street Scene budget and EMR	May 21	May 24	Ten benches complete. Second phase underway. Benches from New Street are complete and back in place. Curved bench for Millennium Garden has now been installed. Bench for Spring Street has been ordered.
Reducing HGV's in the town centre	CNTC/OCC/TAC/working group		Ongoing	Ongoing	Working with OCC to help identify safer HGV routes.
Pedestrian and Road Safety	CNTC/OCC/TAC		Ongoing	Ongoing	Awaiting consultation on proposed new crossings in town centre from OCC – design are being drawn up Road Safety week was held on – 21 st -25 th November 2022. Planning for 2023 to commence in the summer. Proposed improvements for Albion Street have been approved. SID for Churchill Road agreed. Councillor Priority funding application has been submitted – awaiting confirmation.
Improving access and biodiversity at Pool meadow Large Project	CNTC/Approved consultants/Working Party	23/24 EMR £25,000	2020	Sept 24	Feasibility study has been approved and is progressing.

Item 7: Cemetery Report

Maintenance and upkeep:

- Grass cutting: We have been receiving further complaints from residents about the grass cutting contractors for the cemetery regarding the tidiness of clippings and haphazard mowing over graves.
Our current process for dealing with each complaint is to apologize and then take details of the incident (including location, details of the complaint, and any photographs). Each incident is then logged with our grass cutting contractor to resolve the issue.
If the issue is still not resolved in a reasonable amount of time, we contact the contractor to let them know that payment will be withheld until the incident is rectified.
- The bird feeder agreed at the previous meeting has now been installed by our maintenance operative, in agreement with the resident who had been feeding birds at the cemetery. The resident has agreed to keep the bird feeder stocked with feed and is aware of the type of feed required.
- Tree works have been completed in the cemetery, with two dangerous trees being removed from the cemetery.

Upcoming

- The 12-month memorial safety re-inspections for the Amber-rated memorials (Aug 2022) have been delayed due to contractor availability but are due to be completed in the coming weeks.

This report is to note.

Agenda item 8 – Benches

The bench at the Millennium Garden has now been installed:



The bench for Spring Street has been agreed and ordered. This should be delivered in the next few weeks.

[Jardine Leisure Edwardian bench - Verdant](#)

This report is to note

Item 9: Planning Applications

a. Planning Proposals for land East of Burford Road

I am writing on behalf of Gleeson Land, to let you know of our intention to bring forward development proposals on the site known as Land east of Burford Road in Chipping Norton. Gleeson Land is part of MJ Gleeson plc which has been creating much needed new homes and community facilities for local people for almost 120 years.

As you may be aware, Gleeson Land has been appointed to promote the site in Chipping Norton. We are putting together an outline planning application for around 100 high quality homes to help West Oxfordshire District Council meet local housing need. At this early stage we are keen to have feedback from local residents and stakeholders to help shape our proposals and establish a collaborative approach going forward.

The proposals

The full details of the proposals for this highly sustainable site are still being developed and will be informed by a team of specialist consultants, taking into account ecology, landscape, highways, flood risk and drainage for example. Indeed, you and local residents may see or have already seen activity on site, and this will continue for the next few weeks.

The subsequent application will be in outline form and will determine the principle of development and point of access rather than include detail on issues like appearance, materials and exact layout and scale, which will be included as part of a future Reserved Matters application. However, Gleeson Land are keen to ensure the design is of the highest quality and the Design and Access Statement that will accompany the application will include a design code to ensure the subsequent Reserved Matters application aligns with our vision for the site.

That being said, the current plans for the site will offer the following:

- Around 100 high-quality homes within walking distance of Chipping Norton town centre.
- Matching West Oxfordshire District Council's policy of 40% affordable homes, improving much-needed housing affordability locally.
- Achieving at least 10% biodiversity net gain on-site, with new planting across the site, retaining the majority of the landscaped area which currently exists.
- An amenity park located in the centre of the site and potential for a new children's play area.
- Maintaining and enhancing the existing public right of way across the site.

Forthcoming consultation

We appreciate that members of Chipping Norton Town Council and the residents they represent will have questions about the forthcoming application. We are always keen to ensure our proposals respect and mitigate local residents' concerns, whilst delivering lasting benefits for the community.

Over the next few weeks, we will be sending out newsletters to local residents informing them of the proposals and how to have their say through our feedback forms and project website.

In addition, we would be keen to meet with your members as key community representatives, either by presenting at a forthcoming Chipping Norton Town Council meeting (we would be grateful if you could suggest an appropriate committee if so) or organising a separate meeting one evening.

A similar email has been sent to the West Oxfordshire District Council members for Chipping Norton.

I look forward to hearing whether Town Councillors accept our offer of a meeting. In the meantime, do let me know if you have any queries on the proposals or forthcoming consultation. Kind regards,

Further to my colleague Jacob's previous email last month, I am writing with an update on emerging proposals being brought forward by Gleeson Land to deliver around 100 high-quality market, affordable and sustainable homes on Land east of Burford Road in Chipping Norton. Ahead of submitting a planning application to West Oxford District Council later this year, we are keen to ensure the local community is given ample opportunity to view the emerging proposals in detail and provide valuable feedback. As part of this, we will be launching our public consultation programme this week, which will encompass the following:

1. A **community newsletter** (attached) sent to 1,397 residential and business addresses within 0.5 miles of the site, informing them of the emerging proposals and detailing the many ways in which they can provide feedback or contact the project team directly.
2. Accompanying the newsletter will be a printed **feedback form** (attached), which can be completed and sent back to us free of charge using the Freepost address and envelope provided.
3. A dedicated **project website** (www.landeastofburfordroad.co.uk), which includes further detail on the proposals as well as an **online survey**, providing an opportunity to complete the feedback form digitally.
4. All materials of course include a range of contact details, including our **freephone number**, **Freepost address** and dedicated **email address**, providing an opportunity to contact the team directly.
5. A **press release** issued to local media outlets informing them of the proposals and consultation programme.

Thank you again for inviting us to present at the Town Council's Strategic Planning Committee on Monday 18th September – we very much look forward to seeing you there. Nevertheless, should you or any members have any initial queries in the meantime, please do not hesitate to contact me on the details below.

Kind regards,



Land east of Burford Road

An exciting new development delivering much needed market, affordable and sustainable homes in Chipping Norton, West Oxfordshire.

Gleeson Land is currently bringing forward proposals to deliver around 100 homes on Land east of Burford Road. Located within walking distance from the town centre, the site benefits from being close to a number of local amenities including several schools, nurseries and the leisure centre.

Helping to address the current genuine housing need in West Oxfordshire, the proposals aim to deliver high quality new homes for local families.

Ahead of submitting an outline planning application to West Oxfordshire District Council later this year, we will be holding a consultation period to understand the views of the local community and, where appropriate, incorporate these into the proposals.

The proposals at a glance



Around 100 high-quality homes within walking distance of Chipping Norton town centre.



Matching West Oxfordshire District Council's policy of **40% affordable homes**, improving much-needed housing affordability locally.



Achieving at least **10% biodiversity net gain** on-site, with new planting across the site, retaining the majority of the landscaped area which currently exists.



An amenity park located in the centre of the site and potential for a **new children's play area**.



Maintaining and enhancing the existing public right of way across the site.

Visit our website:
www.landeastofburfordroad.co.uk



As a local resident, we value your thoughts and feedback on the proposals.

Please take the time to complete the enclosed feedback form and send this back to us at
Freepost MEETING PLACE CONSULTATION
(no stamp or postcode required).

Alternatively, visit our website at www.landeastofburfordroad.co.uk to complete our online survey, where you can also view the proposals in more detail and gain answers to any questions you may have relating to the forthcoming planning application.

Contact us

If you would like to contact the project team with any enquires about the proposals, you can do so via:

Phone: **0800 148 8911**

Email: info@landeastofburfordroad.co.uk

For more information visit
www.landeastofburfordroad.co.uk
or scan the QR code below:



Land east of Burford Road

Have your say

gleeson^{land}

1. Do you believe there is a need for more affordable and sustainable homes in West Oxfordshire?

☐ Yes ☐ No ☐ Unsure

2. Do you support the principle of development at Land east of Burford Road?

☐ Strongly support ☐ Support ☐ Unsure ☐ Oppose ☐ Strongly oppose

3. Please explain your answer to question 2:

4. Which of these project principles do you support (tick as many as apply)

- ☐ Delivering on West Oxfordshire's identified housing need
- ☐ Being close to existing amenities to ensure sustainable active travel
- ☐ Protecting and enhancing the local environment and landscape

5. Which of these sustainable features do you support? (tick as many as apply)

- ☐ Air source heat pumps in all homes
- ☐ Homes within a 10-minute walk of local amenities
- ☐ 10% biodiversity net-gain across the site
- ☐ New planting across the site
- ☐ Design features to reduce overheating risk and minimise localised flooding
- ☐ Water efficient devices to minimise domestic water use
- ☐ Amenity park located in the centre of the site

6. Are there any features not yet included in the proposals which you would like to see?

7. Do you have any final thoughts on the development proposals at Land east of Burford Road?

Please provide your details below to be kept up to date on the proposals' progress

Name: _____

Email: _____

Address: _____

Postcode: _____

☐

I would like to be kept informed of the proposals' progress.

☐

I agree to have my data kept in accordance with the disclaimer and I acknowledge that I have been given access to the data privacy notice for this project.

b. Schedule of planning applications from West Oxfordshire District Council

APPLICATION NO: [23/02096/FUL](#); [23/02097/LBC](#)

PROPOSAL: Change of use from dwelling to dental practice and formation of internal door link between no. 30 and no. 28.

ADDRESS: 30 New Street, Chipping Norton, Oxfordshire

APPLICATION NO: [23/02176/ADV](#)

PROPOSAL: Erection of externally lit hanging sign

ADDRESS: Chequers Inn, Goddards Lane, Chipping Norton, Oxfordshire

APPLICATION NO: [23/02041/HHD](#)

PROPOSAL: Erection of a replacement single storey rear extension. Works to include replacement of a roof light and rainwater goods to dwelling.

APPLICATION NO: [23/02042/LBC](#)

PROPOSAL: Internal and external alterations to include removal of existing single storey rear extension and erection of a single storey rear garden room. External works to include – repointing works, replacement of a roof light, blue slate above kitchen and rainwater goods to dwelling. Internal alterations to make basement habitable, minor alterations to ground, first, and second floors.

ADDRESS: 36 New Street, Chipping Norton, Oxfordshire

APPLICATION NO: [23/02315/HHD](#)

PROPOSAL: Removal of dormer on west roof slope and the insertion of first floor window to south elevation

ADDRESS: 4 Colston Court, Chipping Norton, Oxfordshire

- c. Revised proposal for 6 new dwellings to the rear of 16-17 High Street: **APPLICATION NO – 23/00843/FUL** and **23/00844/LBC**

By way of introduction, my name is [REDACTED] of Edgars Planning Consultancy, I am local to Chipping Norton and am the agent representing the Wychwood Homes proposal for 6 new homes to the rear of 17-18 High Street.

The original proposal for 7 homes was considered by the Town Council in May. Since then, we have made significant revisions to the proposal in order to address the Town Council's comments. We would very much appreciate the opportunity to present and discuss the revised scheme with the Council and would be grateful if we could arrange a meeting date for this event.

In advance of any potential meeting, I thought it would also be helpful to provide some information on the applicants, the key changes to the proposals and the benefits it delivers which I set out below:

Wychwood Homes

Wychwood Homes are a local small-medium sized housebuilder who operate throughout Oxfordshire and the Cotswolds. They are committed to delivering bespoke, characteristic and high-quality design with an unerring attention to detail. Several examples of their recent schemes can be viewed at: <https://wychwoodhomes.co.uk/>

Key Changes

- Reducing the number of dwellings from 7 to 6, the floorspace from 683sqm to 568sqm and the building footprint from 489sqm to 355sqm (equivalent to less than 30% of the site);
- Proposing a traditional linear mews terrace along the northern boundary (similar to the layout of White Hart Mews and Kings Head Mews);
- Introducing several housing forms which break up the massing of the development and add interest by varying the building line, roofscape and forms; and.
- A traditional design style that reflects the architectural language, proportions, detailing and materials of the local character (notably the modest scale short terraces and cottages along Albion Street).

In considering the original scheme, the Town Council made comments in respect of overdevelopment, in addition to the impact of the proposal in terms of traffic generation and increasing water runoff. Addressing these points in turn:

- **Overdevelopment:** The amount of built form proposed has been significantly reduced and the re-orientation of the homes with the northern boundary keeps much more of the site open while allowing for quaint cottage-style front gardens.
- **Traffic generation:** You may have seen that Oxfordshire County Council supported the previous development and suggested the scheme could be improved by providing passing bays to enable two-way movements – The revised layout now enables two-way movements. This, together with the reduction of dwellings means that the additional traffic generation will be minimal.
- **Water runoff:** With the increase in soft landscaping, updated calculations and pumps proposed, the site would achieve a runoff rate equivalent to 1:100-year greenfield runoff rates + 40% as required by policy.

I attach a visual comparison of the original and revised schemes which illustrates how the revised scheme sits more comfortably within the plot, increases its greenery and harmonises with the unique burgage plot character.

Benefits

- Reinstating and reinforcing the historic northern boundary wall;
- Putting a derelict town centre site in the Conservation Area to an active viable use;
- Enhancing the site frontage onto Albion Street with a high-quality traditional cottage-style dwelling and upgraded access;

- Enhancing views into and through the site;
- Providing 6no. 2-bed homes within a highly sustainable town centre location, meeting an identified need for young professionals, small families and elderly members of the community looking to down-size;
- Providing short-term construction jobs
- Introducing up to 24 new residents who would support the vitality and viability of the town;
- Achieving an inherent environmental sustainability benefit with a low-carbon scheme.

Closing

I trust the above is of assistance and look forward to hearing from you with potential meeting dates. Please do not hesitate to contact me should you have any queries or require further information.
Kind regards,

Land to the rear Of 17-18 High Street, Chipping Norton

Proposal: Erection of seven dwellings with associated landscaping, access and drainage works

Planning application refs: 23/00843/FUL and 23/00844/LBC

WYCHWOOD
— HOMES —

The Original Proposal



Designed to be individual

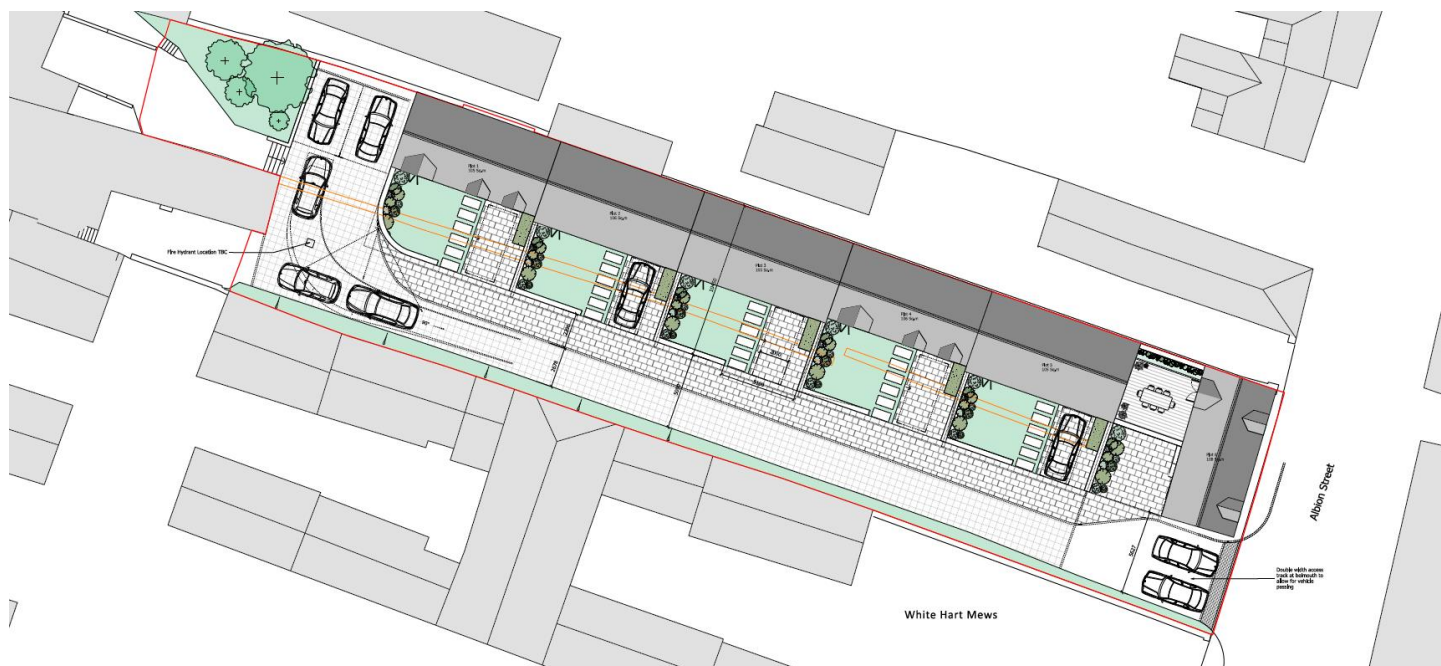
Land to the rear Of 17-18 High Street, Chipping Norton

Proposal: Erection of seven dwellings with associated landscaping, access and drainage works

Planning application refs: 23/00843/FUL and 23/00844/LBC

WYCHWOOD
— HOMES —

The Revised Proposal



Designed to be individual