



# Carterton Town Council

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13 March 2024

**Chair:** Cllr M Tarpey  
**Vice Chair:** Cllr K Wood  
**Members:** Cllr S Baylis, Cllr R Brooks, Cllr C Crapper, Cllr J Guest, Cllr M McBride

You are hereby summoned to attend an ORDINARY meeting of the **PLANNING COMMITTEE** to be held on **Tuesday 19 March 2024 at 6.45pm** at the Town Hall.

Simon Garwood  
Chief Officer/Town Clerk

## AGENDA

### 1 **APOLOGIES**

MOTION: Committee to receive apologies and approve reasons for absence.

### 2 **DECLARATIONS OF INTEREST and DISPENSATIONS**

With reference to items on the agenda, Members are reminded of their responsibility to declare interests and to update their Register of Interest as required.

### 3 **PUBLIC PARTICIPATION – OPEN MEETING**

Members of the public are invited to speak on issues relating to items on this agenda. The period of time designated for public participation in accordance with Standing Orders 3(e) and (f) shall not exceed 15 minutes, maximum of 3 minutes per person, and will be under the direction of the Chair.

### 4 **MINUTES OF THE PREVIOUS MEETING**

MOTION: Committee to approve and sign the minutes of the Planning Committee meeting held on 20 February 2024.

### 5 **48 BLACK BOURTON ROAD**

MOTION: Committee to note the response from the WODC Planning Officer regarding Planning Application 23/02971/FUL

### 6 **RESULTS OF PREVIOUS PLANNING MATTERS**

MOTION: Committee to note the results of previous planning matters.

### 7 **PLANNING AND LICENCING APPLICATIONS**

MOTION: Committee to consider and decide upon responses to planning applications received.

### 8 **DATE OF NEXT MEETING**

MOTION: Committee to note the date of next meeting – Tuesday 16 April 2024.

## AGENDA ITEM 4 – MINUTES OF THE PREVIOUS MEETING



### Carterton Town Council

An **ORDINARY MEETING** of the **PLANNING COMMITTEE** was held on **20 February 2024 at 6.30pm** in the Town Hall and was attended by the following:

Chair: Cllr M Tarpey  
Vice-Chair: Cllr K Wood

Members: Cllr, R Brooks, Cllr R Crapper, Cllr J Guest, Cllr M McBride  
Ex officios: Cllr K Godwin, Cllr L Wood

In Attendance: Cllr M Mead  
Nine members of the public

Town Clerk: Mr S Garwood

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ITEM	MINUTE	VOTE / ACTION
<b>2024/P/07</b>	<b>APOLOGIES</b>	
	Cllr S Baylis.	
<b>2024/P/08</b>	<b>DECLARATIONS OF INTEREST / DISPENSATIONS</b>	
	24/00269/HHD Penlea, Arkell Avenue – Cllr L Wood knows the applicant.  24/00269/HHD Penlea, Arkell Avenue – Cllr K Wood knows two of the residents who made comments in support of the application on the WODC website.	
<b>2024/P/09</b>	<b>PRESENTATION FROM BOYER PLANNING</b>	
	A presentation was made by Boyer Planning Ltd relating to a proposed housing development in Carterton.	
<b>2024/P/10</b>	<b>PUBLIC PARTICIPATION – OPEN MEETING</b>	
	<i>Cllr Mead joined the meeting.</i>  The resident of Penlea, Arkell Avenue spoke about her planning application for a garden room. The room was built for her elderly mother to do crafting with her friends and is located at the front of the property for easy access, but had not realised at the time that planning permission was required. She had consulted neighbours on both sides and positive	

	comments have been received from the neighbours opposite as well. Other properties in the street have similar sheds. The room will make a positive impact on her mother's and her friends' quality of life.	
<b>2024/P/11</b>	<b>MINUTES OF THE PREVIOUS MEETING</b>	
	IT WAS RESOLVED that the minutes of the Ordinary Planning Committee meeting held on 16 January 2024 be approved as a true and accurate record of the meeting and be signed by the Chair.	Proposed: KG Seconded: KW Vote: Unanimous
<b>2024/P/12</b>	<b>RESULTS OF PREVIOUS PLANNING APPLICATIONS</b>	
	<p>Members were asked to note the results of previous planning applications, as follows:</p> <p><u>12 Pinecroft 23/02053/FUL (27/2023)</u> Change of use of land forward of the dwelling from public amenity land to domestic garden. The erection of lap fence panel boundary and siting of garden shed. PERMITTED</p> <p><u>48 Black Bourton Road 23/02971/FUL (43/2023)</u> Erection of nine dwellings and associated external works. REFUSED</p> <p>Cllr Godwin said that one of the reasons for refusing the application was that the hedgerow that is in keeping with the rest of the road should be retained, yet she had noticed that the hedging had actually been removed. She had spoken to the Town Clerk who would report this to the Enforcement Team at WODC.</p> <p><u>Land parcel to north east of Carterton Football Club, Swinbrook Road 23/02708/OUT (46/2023)</u> Erection of five age restricted dwellings (55 years) with re-sited access, conveyance as part of site as nature recovery network land (outline application with all matters reserved). REFUSED</p> <p>IT WAS RESOLVED that the results of the previous planning applications be noted.</p>	<p>SG</p> <p>Proposed: KW Vote: Unanimous</p>
<b>2024/P/13</b>	<b>PLANNING AND LICENCING APPLICATIONS</b>	
	<p>The following planning applications were considered by the Committee:</p> <p><u>112 Glenmore Road 24/00034/HHD (01/2024)</u> Single storey rear extension. IT WAS RESOLVED that Council respond to WODC in support of the application.</p> <p><u>25 Oakfield Road 24/00069/HHD (02/2024)</u> Erection of rear single storey extension.</p> <p><u>Penlea, Arkell Avenue 24/00269/HHD (03/2024)</u></p>	<p>Proposed: KW Seconded: RC Vote: Unanimous</p> <p>Proposed: KW Seconded: KG Vote: Unanimous</p>

	Erection of garden room (part retrospective). IT WAS RESOLVED that Council respond to WODC in support of the application, but would like reassurance that the garden room would not be used for commercial use in the future.	Proposed: KG Seconded:KW Vote: 3 in favour 4 abstentions
<b>2024/P/14</b>	<b>DATE OF NEXT MEETING</b>	
	Tuesday 19 March 2024. 6.45pm at the Town Hall.	All / Clerk

The meeting closed at 6.53pm.

Chair: \_\_\_\_\_

Date: \_\_\_\_\_

*WODC – West Oxfordshire District Council*

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## AGENDA ITEM 5 – 48 BLACK BOURTON ROAD

### Planning Application 23/002971/FUL

#### Erection of nine dwellings and associated external works

This application was refused by WODC on 29 January 2024 for three reasons, the first of which is:

The proposed development by reason of its layout, form, scale and design and the loss of existing hedgerow which is considered to make an important contribution to the character and appearance of the area, fails to comprise a high quality design that respects the existing character and appearance of the area and fails to protect the visual amenity of the area. The proposed development is therefore contrary to policies OS2, OS4 and EH2 of the West Oxfordshire Local Plan (2018), advice in the NPPF, the West Oxfordshire Design Guide (2016) and the National Design Guide (2021).

However, fencing has since been erected around the site and the hedgerow and some trees have been removed. This has been reported to WODC and the following response has been received:

Dear Stella,

Thank you for your email.

I have received several other complaints regarding the works at the site. To date, I understand that only the hedgerow and some trees have been removed.

Unfortunately there is nothing that we can do from a Planning Enforcement point of view; the hedge is not protected by The Hedgerow Regulations 1997 because it borders a dwelling and the trees are not covered by a Tree Preservation Order or in a Conservation Area. Whilst the removal of the hedgerow was considered to be contrary to planning policy and so a reason for refusal of the recent planning application, I am not aware that the removal of the hedgerow would be a breach of planning control that we could take enforcement action against.

However, the trees and hedgerow do have potential for nesting birds and other protected species. If you suspect that a wildlife crime may have been committed, then you can contact the police at the following link:

<https://www.met.police.uk/ro/report/rwc/wildlife/report-wildlife-crime/> and you can also report the felling of trees to the Forestry Commission if you suspect that this may have been carried out with the necessary consents.

Please do let us know if the situation at the site changes and you suspect that other works may be taking place without any necessary planning consents.

Kind regards,

Clare Ancombe  
Senior Planner

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## **AGENDA ITEM 6 - RESULTS OF PREVIOUS PLANNING MATTERS**

[23/02872/FUL](#)  
(39/2023)  
(45/2023)

Barclay House, 11 Burford Road. Proposed infill of undercroft to provide one-bedroom ground floor flat.  
**PERMITTED**

[23/02899/S73](#)  
(42/2023)

Byfield, Swinbrook Road. Variation of Condition 18 of Planning Permission [13/1752/P/FP](#) to allow changes to lighting scheme, as built. Removal of Condition 6 of Planning Permission 13/1752/P/FP due to building works already completed.  
**PERMITTED**

[23/03091/HHD](#)  
(47/2023)

92 Burford Road. Conversion of integral garage into an additional living room/office space.  
**PERMITTED**

[23/03264/S73](#)  
(48/2023)

49 Glenmore Road. Variation of condition 3 of application 22/03411/HHD to change the render to composite cladding.  
**PERMITTED**

[24/00034/HHD](#)  
(01/2024)

112 Glenmore Road. Single storey rear extension.  
**PERMITTED**

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## **AGENDA ITEM 7 - PLANNING AND LICENCING APPLICATIONS**

[24/00376/HHD](#)  
(04/2024)

76 Edgeworth Drive. Construction of first floor extension above existing garage, replacement of existing weather boarding with render and partial infill of living room window.

Please click on the planning application reference number highlighted in blue to view the applications directly on the WODC website.

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