



# Carterton Town Council

Town Hall  
Alvescot Road  
Carterton  
Oxon OX18 3JL  
Tel: 01993 842156  
Email: [clerk@carterton-tc.gov.uk](mailto:clerk@carterton-tc.gov.uk)  
[www.carterton-tc.gov.uk](http://www.carterton-tc.gov.uk)

13 November 2024

**Chair:** Vacant  
**Vice Chair:** Vacant  
**Members:** Cllr S Baylis, Cllr C Crapper, Cllr K Godwin, Cllr J Guest, Cllr N King,  
Cllr M McBride, Cllr K Wood, Cllr L Wood

You are hereby summoned to attend a meeting of the **PLANNING COMMITTEE** to be held on **Tuesday 19 November 2024 at 6.30pm** at the Town Hall.

Simon Garwood  
Chief Officer/Town Clerk

## AGENDA

### 1 ELECTION OF CHAIR

MOTION: To elect a Chair, following the resignation of Cllr M Tarpey, to hold office until May 2025.

### 2 APOLOGIES

MOTION: Committee to receive apologies.

### 3 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.

### 4 PUBLIC PARTICIPATION

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, under the direction of the Chair.

### 5 MINUTES OF THE PREVIOUS MEETING

MOTION: Committee to approve and sign the minutes of the Planning Committee meeting held on 15 October 2024.

### 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 applications received. Members to decide whether their stance is SUPPORT/OBJECT/NEUTRAL and to give reasons or comments as appropriate.

**8 DATE OF NEXT MEETING**

MOTION: Committee to note the date of the next meeting - Tuesday 10 or 17 December 2024, to be confirmed.

## AGENDA ITEM 5 – MINUTES OF THE PREVIOUS MEETING



### Carterton Town Council

**DRAFT**

A meeting of the **PLANNING COMMITTEE** was held on  
15 October 2024 at 6.30pm at Carterton Town Hall and was attended by the following:

Chair: Cllr K Wood

Vice-Chair:

Members: Cllr K Godwin, Cllr J Guest, Cllr N King, Cllr M McBride, Cllr L Wood

Officers: Mr S Garwood (Town Clerk)

In Attendance: No members of the public present

ITEM	MINUTE	VOTE / ACTION
P17-2024/01	<b>APOLOGIES</b>	
	<p><b>To receive apologies for absence.</b></p> <p>Apologies were received from Cllr S Baylis, Cllr R Crapper and Cllr M Tarpey. Cllr K Wood chaired the meeting in Cllr Tarpey's absence.</p> <p>Cllr N King joined the meeting at Item 6 on the Agenda.</p>	
P18-2024/02	<b>DECLARATIONS OF INTEREST and DISPENSATIONS</b>	
	<p><b>With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interests accordingly.</b></p> <p>There were none.</p>	
P19-2024/03	<b>PUBLIC PARTICIPATION</b>	
	<p><b>Members of the public are invited to speak on matters on this agenda. The period of time designated for public participation in</b></p>	

	<p>accordance with Standing Orders shall not exceed 15 minutes, maximum 3 minutes per person, under the direction of the Chair.</p> <p>There were no members of the public present.</p>	
<b>P20-2024/04</b>	<b>MINUTES OF THE PREVIOUS MEETING</b>	
	<p><b>MOTION: Council to approve and sign the minutes of the Planning Committee meeting held on 17 September 2024.</b></p> <p><b>IT WAS RESOLVED</b> that the minutes of the Planning Committee meeting held on 17 September 2024 be signed as a true and accurate record of the meeting.</p>	<p>Proposed: McB Seconded: LW All in favour</p>
<b>P21-2024/05</b>	<b>RESULTS OF PREVIOUS PLANNING APPLICATIONS</b>	
	<p><b>MOTION: Committee to note the following results of previous planning applications:</b></p> <p><u>119 Glenmore Road 24/01295/HHD (20/2024)</u> Erection of two-storey side extension and single-storey rear extension. PERMITTED</p> <p><u>61 Burford Road 24/01463/HHD (24/2024)</u> Proposed additional off street parking to existing dwelling. REFUSED</p> <p><u>1 Burford Road 24/01849/HHD (33/2024)</u> Alterations to existing roofs, conversion of loft space, incorporate rear box dormer and associated parking. PERMITTED</p> <p><u>35 Shillbrook Avenue 24/01575/S73 (34/2024)</u> Variation of condition 2 (removal of boat) of permission 21/02577/FUL to allow extension of time. REFUSED</p> <p>It was queried whether a date had been set when the boat has to be removed by as residents have been asking. The Clerk said this would be addressed by the planning enforcement team.</p> <p><u>Penlea, Arkell Avenue 24/00028/APPEAL (36/2024)</u> <u>24/0269/HHD (03/2024)</u> Erection of a garden room (part retrospective). APPEAL DISMISSED</p> <p>IT WAS RESOLVED that the above results be noted.</p>	

P22-2024/06	PLANNING AND LICENCING APPLICATIONS	
	<p><b>MOTION: Committee to consider and decide upon responses to the following planning applications. Members to consider whether their stance is Support/Object/Neutral and any comments they wish to submit to WODC.</b></p> <p><u>11 Ventura Park 24/02323/S73 (39/2024)</u> Variation of condition 2 of permission 21/03210/FUL to allow changes to roof height and the addition of four first floor windows (part retrospective). <b>IT WAS RESOLVED</b> that the Council respond to WODC in support of the application.</p> <p><u>73 Mayfield Close 24/02195/FUL (40/2024)</u> Erection of two-storey and first floor extensions together with conversion of the attached garage to create additional living space. Works to include formation of additional off-street parking and readjusting the position of the garden wall to increase the domestic garden. <b>IT WAS RESOLVED</b> that Council respond to WODC in support of the application.</p> <p><u>16 Burswin Road 24/02350/HHD (41/2024)</u> Additional Dormer to rear and extension to existing Dormer at front of property. Internal alterations to room layout. <b>IT WAS RESOLVED</b> that Council respond to WODC in support of the application.</p>	<p>Proposed: KG Seconded: LW All in favour</p> <p>Proposed: KG Seconded: LW All in favour</p> <p>Proposed: KG Seconded: NK All in favour</p>
P23-2024/08	DATE OF NEXT MEETING	
	Tuesday 19 November 2024 at the Town Hall.	Noted

The meeting closed at 6.36pm.

[Back to agenda](#)

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

<a href="#">24/02049/HHD</a> (38/2024)	3 Alderley Close. Erection of a summerhouse attached to rear of existing garage, along with installation of solar panels to garage roof. <b>PERMITTED</b>
<a href="#">24/02323/S73</a> (39/2024)	11 Ventura Park, Broadshires Way. Variation of condition 2 of permission 21/03210/FUL to allow changes to roof height and the addition of four first floor windows (part retrospective). <b>PERMITTED</b>

[Back to agenda](#)

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

<a href="#">24/02497/FUL</a> (42/2024)	Unit C9, West Oxfordshire Business and Retail Park, Haddon Place. Change of use to allow food retail in Units 9 and 9a at the West Oxfordshire Business and Retail Park, Carterton.
<a href="#">24/02513/HHD</a> (43/2024)	2 Hammett Place. Erection of front single storey extension.
<a href="#">24/02612/HHD</a> (44/2024)	37 Brizewood. Replacement of existing conservatory with single storey extension.
<a href="#">24/02654/FUL</a> (45/2024)	Carterton Manor, 17 Corbett Road. Change of use of two rooms above existing garage, reverting back to residential from Chiropractic clinic.
<a href="#">24/02812/S73</a> (46/2024)	Brooklyn Nurseries, 65 Shilton Road. Variation of condition 2 of Planning Permission 22/02284/FUL to allow for design changes.

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

[Back to agenda](#)