



Carterton Town Council

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15 October 2025

Chair: Cllr S Watson
Vice Chair: Cllr K Wood
Members: Cllr S Baylis, Cllr R Crapper, Cllr K Godwin, Cllr J Guest, Cllr C Lincoln,
Cllr M McBride, Cllr L Wood

You are hereby summoned to attend a meeting of the **PLANNING COMMITTEE** to be held on **Tuesday 21 October 2025 at 6.30pm** at the Town Hall.

A handwritten signature in blue ink, appearing to be 'SG'.

Simon Garwood
Chief Officer/Town Clerk

AGENDA

1 APOLOGIES

Committee to receive apologies.

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

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 three minutes per person, under the direction of the Chair.

4 MINUTES OF THE PREVIOUS MEETING

To approve and sign the minutes of the Planning Committee meeting held on 16 September 2025.

5 RESULTS OF PREVIOUS PLANNING MATTERS

To note the results of previous planning matters.

6 PLANNING AND LICENCING APPLICATIONS

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.

7 DATE OF NEXT MEETING

To note the date of the next meeting - Tuesday 18 November 2025.

AGENDA ITEM 4 – MINUTES OF THE PREVIOUS MEETING



Carterton Town Council

DRAFT

**A meeting of the PLANNING COMMITTEE was held on
16 September 2025 at 6.30pm at Carterton Town Hall and was attended by the following:**

Chair: Cllr S Watson

Vice Chair: Cllr K Wood

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

Officers: Mr S Garwood (Town Clerk)
Mrs C Evans (Deputy Clerk & RFO)

In Attendance: Six members of the public were present
One Town Councillor was present - Cllr M Mead

ITEM	MINUTE	VOTE / ACTION
P10/25-26/1	APOLOGIES	
	Apologies were received from: Cllr S Baylis, Cllr R Crapper and Cllr C Lincoln. Cllr J Guest left before the first item to attend to an urgent matter, so was not present for any of the decisions.	
P11/25-26/2	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 Interests accordingly. Cllr K Godwin declared an interest in Item 7 on the agenda, application for 8 Kingham Drive, as she bought her house from the applicant.	

P12/25-26/3	PUBLIC PARTICIPATION	
	<p>Members of the public are invited to speak on matters on this agenda. The period of time designated for public participation in accordance with Standing Orders shall not exceed 15 minutes, maximum three minutes per person, under the direction of the Chair.</p> <p>A resident who lives adjacent to the HMO at 9 Milestone Road said that it is a case of overdevelopment. It is current a 7-bed 12-person HMO, but increasing the footprint by approximately 1,000sq ft to create a 7-bed 14-person HMO. She referred to the planning statement, she disagreed that the HMO complied to planning objective C06 and Policy H4 (Page 36), and on Page 38, comparing a freestanding wooden garage at No.7 to a solid brick extension that would not project forward of the building line was nonsensical. The planning application was refused for a stone wall fence in January 2024 and this has been totally disregarded by the applicant and has been partially constructed. She queried how the HMO licence can be issued when planning has not been granted. It is still registered as a normal residential house.</p>	
P13/25-26/4	MINUTES OF THE PREVIOUS MEETING	
	<p>Committee to approve and sign the minutes of the Planning Committee meeting held on 15 July 2025.</p> <p>IT WAS RESOLVED that the minutes of the Planning Committee meeting held on 15 July 2025 be signed as a true and accurate record of the meeting.</p>	<p>Proposed: KG Seconded: LW All in favour</p>
P14/25-26/5	RESULTS OF PREVIOUS PLANNING APPLICATIONS	
	<p>Committee to note the following results of previous planning applications:</p> <p><u>Brize Norton Service Station, Norton Way, Brize Norton 24/02842/S73 (47/2024)</u>. Original application: 23/01014/FUL Variation of conditions 2 (plans) and 5 (car parking) to allow changes to the position and design of the automatic car wash bays, alterations to the design of the single storey extension and changes to the car parking layout (part retrospective). APPROVED</p> <p><u>Sunset View, Upavon Way 25/00439/FUL (05/2025)</u> Erection of seven two-storey dwellings with associated works to include vehicle/pedestrian access off Upavon Way, parking and landscaping. WITHDRAWN</p> <p><u>Carterton Leisure Centre, Broadshires Way</u></p>	<p>Noted</p>

	<p><u>25/01031/S73 (14/2025)</u> Variation of conditions 6 and 7 of Planning Permission 23/02420/FUL to allow the wording of the conditions to be changed to allow the installation of the solar panels and plant without submission of the arboricultural surveys and landscaping plans. APPROVED</p> <p><u>21 Ashfield Road 25/01195/HHD (22/2025)</u> Erection of a two-storey front extension. APPROVED</p> <p><u>10 The Crescent 25/01248/FUL (23/2025)</u> Change of use of outbuilding to holiday let with internal changes to comply with building regulations and fire (part-retrospective). APPROVED</p> <p><u>63 Swinbrook Road 25/01460/HHD (24/2025)</u> Single storey rear extension (part- retrospective). APPROVED</p> <p><u>145 Queens Road 25/01541/HHD (25/2025)</u> Erection of single storey front extension. APPROVED</p> <p><u>5 Ashfield Road 25/01573/HHD (26/2025)</u> Erection of a single storey side extension. APPROVED</p>	
P15/25-26/6	PLANNING AND LICENCING APPLICATIONS – AUGUST 2025	
	<p>Committee to note the applications considered by email during August 2025.</p> <p><u>Unit A, Ventura Park, Broadshires Way 25/00826/FUL (18/2025)</u> Change of use of land to vehicle rental premises (sui generis). Erection of a vehicle rental premises including an office and vehicle wash bay with associated works including lighting and resurfacing.</p> <p>OBJECT. The Committee had previously supported the application, but following new information from WODC regarding removal of the boundary hedgerow, the Committee now agreed with the WODC Planning Officers that this would have a negative impact on the character and appearance of the area, and the majority objected to the application.</p> <p>It was noted that this application has been updated and will be considered again later in the meeting.</p> <p><u>5 Ashfield Road 25/01573/HHD (26/2025)</u></p>	Noted

	<p>Erection of a single storey side extension. SUPPORT</p> <p><u>School House, Lawton Avenue 25/01661/HHD (27/2025)</u> Erection of single, first floor and two-storey extension. SUPPORT</p> <p>8 Wychwood Close 25/01682/HHD (28/2025) Erection of single storey side and rear extension to provide ancillary annexe. SUPPORT</p>	
<p>P16/25-26/7</p>	<p>PLANNING AND LICENCING APPLICATIONS – SEPTEMBER 2025</p>	
	<p>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.</p> <p><u>Land (E) 428789 (E) 2085 - 12 Burford Road, Brize Norton (Kilkenny Farm) 25/00487/OUT (06/2025)</u> Outline planning application with all matters reserved except access for up to 350 dwellings (Use Class C3); land for local community use (Use Classes E and F2); detailed means of access from Burford Road; public open space; landscaping; service infrastructure and associated works on land to the south of Burford Road, Brize Norton. Updated application.</p> <p>Cllr Watson outlined his thoughts on this application:</p> <p>Education Provision. OCC has forecasted approximately 106 primary and 84 secondary pupils based on the size of the development. St John’s Primary School is already oversubscribed and Brize Meadow Primary is not due to be completed until September 2027. Brize Norton School has a capacity of 140 with 134 on roll and an oversubscription ratio of 118 applications for 20 places this year. The new school would have an initial capacity of 210. This will not meet the combined demand of the Kilkenny Farm development and REEMA North, expected to begin development in December 2025, adding a further 150 homes (45 primary and 36 secondary children). Taking all his into account, there is significant incapacity for this development.</p> <p>Active Travel and Connectivity. OCC has identified the need for a new Upavon Way crossing at Stanmore Crescent. The applicant disputes this and instead relies on the underpass, which has been unusable for years due to flooding. This does not provide safe and sustainable access.</p> <p>Heath Care Provision. The applicant’s Design and Access Statement refers to a potential ‘health hub’. However, this has</p>	

	<p>no confirmed commitment from the Integrated Care Board and no secured delivery mechanism via S106 obligations.</p> <p>Drainage and Utilities. Thames Water has raised concerns regarding capacity. The applicant proposes private sewage treatment plants as an alternative. This poses a high risk of orphaned infrastructure if the developer or future management company fails, with potential pollution and public health implications.</p> <p>Noise and MOD Safeguarding. No Noise Impact Assessment has been submitted. The MOD/DIO maintains an objection on aircraft noise and safeguarding. This omission is significant given the proximity to RAF Brize Norton.</p> <p>Cllr L Wood highlighted the ongoing problems with water pressure and sewage issues in the area.</p> <p>Cllr McBride said that the application has not changed significantly and he could see no reason to change the Council's stance and comments.</p> <p>IT WAS RESOLVED that Council strongly objects to this application. The proposal fails to demonstrate adequate provision of essential infrastructure, raises significant public health and safeguarding concerns, and does not comply with the NPPF's requirements for sustainable, well-planned development. The Town Council requests that OCC and WODC refuse this application unless these fundamental issues are resolved.</p> <p><u>8 Kingham Drive 25/01735/HHD (29/2025)</u> Erection of a two-storey side extension to form annexe to existing dwelling.</p> <p>Cllr Godwin said that although it follows the building line to the front, it does come forward of the line in Jackson Close.</p> <p>IT WAS RESOLVED that Council respond to WODC in support of the application, but noted that it does come forward of the building line in Jackson Close.</p> <p><u>44 Black Bourton Road 25/01852/FUL (30/2025)</u> Redevelopment of site, including demolition of existing workshops and erection of seven dwellings and associated ancillary development.</p> <p>Cllr Godwin queried whether an assessment had been carried out on what the impact of the development would be on 67 Ashfield Road. She had no objection to the height of the flats, but was unsure about introducing houses into an area that is predominantly bungalows. Lower houses with dormer windows could be a reasonable compromise. A main feature of Black Bourton Road is a grass verge with a hedge and would like to see this included as a condition.</p>	<p>Proposed: SW Seconded: KW All in favour</p> <p>Proposed: KW Seconded: LW All in favour</p>
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	<p>Cllr Watson said the development would improve the area, but agreed with Cllr Godwin about the impact on 67 Ashfield Road and the hedgerow.</p> <p>Cllr L Wood queried whether WODC had considered the loss of employment as the site is currently a business.</p> <p>IT WAS RESOLVED that Council respond to WODC in support of the application, subject to an impact assessment being carried out for 67 Ashfield Road and Council would like to see the inclusion of hedging on Black Bourton Road.</p> <p><u>Amy Johnson House, Ventura Park, Broadshires Way 25/01962/FUL (31/2025)</u> Replacement of existing palisade fence with dwarf wall and palisade fence above.</p> <p>IT WAS RESOLVED that Council respond to WODC in support of the application.</p> <p><u>52 Milestone Road 25/01997/HHD (32/2025)</u> Alterations to dwelling including part-demolition of existing bungalow, loft conversion and erection of single storey side and two-storey rear extensions.</p> <p>IT WAS RESOLVED that Council respond to WODC in support of the application.</p> <p><u>9 Milestone Road 25/00027/APPEAL (33/2025)</u> Conversion of existing seven bedroom 12-person house in multiple occupation (HMO) to a seven bedroom 14-person HMO, along with erection of single and two-storey extensions and associated bicycle and bin storage areas within rear garden (part-retrospective).</p> <p>The application 24/03162/FUL was considered by the Planning Committee at its meeting on 21.01.2025, with the following comments:</p> <p>‘OBJECT on the grounds that it is an overdevelopment of the site and it is unclear from the plans what is retrospective. Council would welcome the application to be considered by the Lowlands Planning Committee regarding concerns over parking’.</p> <p>The application was subsequently REFUSED by WODC and an Appeal has now been lodged. Any further comments to be submitted to the Planning Inspectorate by 2 October 2025.</p> <p>Cllr Godwin said that there had been some attempts to improve the car parking, which had been one of the Council’s concerns, but has further concerns about whether it is an</p>	<p>Proposed: KG Seconded: McB All in favour</p> <p>Proposed: KW Seconded: LW All in favour</p> <p>Proposed: KW Seconded: KG All in favour</p>
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AGENDA ITEM 5 - RESULTS OF PREVIOUS PLANNING MATTERS

25/00827/ADV (13/2025)	Unit A, Ventura Park, Broadshires Way. Erection of internally illuminated fascia signage, internally illuminated backwall sign, door decals, double sided pole sign and single sided car club band sign. SPLIT DECISION - PART APPROVE PART REFUSE. The proposed double sided pole sign is Refused as, by reason of its design and location, would harm the visual amenity of the surrounding area.
25/01047/S73 (15/2025)	19 Burford Road. Variation of Condition 4 of Planning Permission 24/02846/S73 to allow the wording of the condition to be changed from Use Class E(b) to Use Class E Commercial, Business and Service. APPROVED
25/00826/FUL (18/2025)	Unit A, Ventura Park, Broadshires Way. Change of use of land to vehicle rental premises (sui generis). Erection of a vehicle rental premises including an office and vehicle wash bay with associated works including lighting and resurfacing. APPROVED
25/01661/HHD (27/2025)	School House, Lawton Avenue. Erection of single, first floor and two-storey extension. APPROVED
25/01682/HHD (28/2025)	8 Wychwood Close. Erection of single storey side and rear extension to provide ancillary annexe. APPROVED
25/01735/HHD (29/2025)	8 Kingham Drive. Erection of a two-storey side extension to form annexe to existing dwelling. APPROVED

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AGENDA ITEM 6 - PLANNING AND LICENSING APPLICATIONS FOR SEPTEMBER

25/01852/FUL (30/2025)	44 Black Bourton Road. Redevelopment of site, including demolition of existing workshops and erection of seven dwellings and associated ancillary development. UPDATED APPLICATION. The Committee supported the application at its meeting on 16.09.2025, subject to an impact assessment being carried out for 67 Ashfield Road and would like to see the inclusion of hedging on Black Bourton Road.
25/02200/HHD (34/2025)	1 Broadwell Drive. Conversion of loft to create additional living space along with formation of an off-street parking space.
25/02250/S73 (35/2025)	145 Queens Road. Variation of conditions 2 and 3 of permission 25/01541/HHD to allow the addition of a window to front elevation of extension.
25/02301/HHD (36/2025)	28 Brizewood. Erection of single storey front extension and rear dormer loft conversion, installation of two front rooflight windows.
25/02386/HHD (37/2025)	4 Kingham Drive. Erection of single storey detached self-contained garden room.
25/02324/OUT (38/2025)	Sunset View, Upavon Way. Outline planning application, together with associated access of Upavon Way (all other matters reserved), for up to 19 homes (use class C3) together with associated infrastructure, open space and landscaping.

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

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