



# Carterton Town Council

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12 March 2026

**Chair:** Cllr S Watson  
**Vice Chair:** Cllr K Wood  
**Members:** Cllr R Crapper, Cllr S Evans, 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 17 March 2026 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 20 January 2026.
- 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 21<sup>st</sup> April 2026.

## **AGENDA ITEM 4 – MINUTES OF THE PREVIOUS MEETING**



### **Carterton Town Council**

**DRAFT**

**A meeting of the PLANNING COMMITTEE was held on  
17 February 2026 at 6.15pm at Carterton Town Hall and was attended by the following:**

Chair: Cllr S Watson

Vice Chair: Cllr K Wood

Members: Cllr R Crapper, Cllr K Godwin, Cllr J Guest, Cllr C Lincoln,  
Cllr M McBride

Officers: Simon Garwood (Town Clerk)

In Attendance: Daniel Moore from Manorwood Homes and Jon Hayes (Item 4)  
Two further members of the public were present (including Cllr S Evans)

<b>ITEM</b>	<b>MINUTE</b>	<b>VOTE / ACTION</b>
<b>P53/25-26/1</b>	<b>APOLOGIES</b>	
	Apologies were received from Cllr L Wood.	
<b>P54/25-26/2</b>	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b>	
	<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>  Cllr K Wood declared that in a previous role she had worked with one of the applicants in relation to Item 7 – Planning and Licensing Applications: 1 Hammett Place (Ref: 26/00268/HHD), but confirmed that this did not constitute a disclosable pecuniary interest.	
<b>P55/25-26/3</b>	<b>PUBLIC PARTICIPATION</b>	
	<b>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.</b>	

	The members of the public present did not wish to speak.	
<b>P56/25-26/4</b>	<b>PLANNING APPLICATION 25/02324/OUT – SUNSET VIEW, UPAVON WAY</b>	
	<p><b>Developer to give a short presentation prior to consideration of this application at Item 7.</b></p> <p>The developer, Daniel Moore from Manorwood Homes, and the land owner, Jon Hayes, attended the meeting to answer questions on the outline application for up to 19 homes to be built at Sunset View, Upavon Way.</p> <p>It was reported that:</p> <ul style="list-style-type: none"> <li>• A meeting had taken place with planning officers and Oxfordshire County Council.</li> <li>• Amended plans had been submitted extending the footpath along Upavon Way to improve connectivity, including links towards the Skate Park and bus stops.</li> <li>• Two additional crossing points are proposed (details to be confirmed at reserved matters stage and conditioned accordingly).</li> <li>• Landscaping proposals include native hedging along boundaries, with short-term stock-proof fencing until the hedging is established. Boundary hedging and landscaping would be conditioned and maintained by a management company and/or a clause in the contract.</li> </ul> <p>Members raised concerns regarding:</p> <ul style="list-style-type: none"> <li>• Sewage capacity and drainage issues raised by Thames Water.</li> <li>• Flooding concerns in this part of town.</li> <li>• The need to ensure Shill Brook is protected.</li> <li>• Appropriate boundary treatment with native hedging.</li> </ul> <p>The developer confirmed these matters would be addressed through conditions and detailed design at reserved matters stage.</p>	
<b>P57/25-26/5</b>	<b>MINUTES OF THE PREVIOUS MEETING</b>	
	<p><b>Committee to approve and sign the minutes of the Planning Committee meeting held on 20 January 2026.</b></p> <p><b>IT WAS RESOLVED</b> that the minutes of the Planning Committee meeting held on 20 January 2026 be signed as a true and accurate record of the meeting.</p>	<p>Proposed: KW  Seconded: KG  All in favour</p>
<b>P58/25-26/6</b>	<b>RESULTS OF PREVIOUS PLANNING APPLICATIONS</b>	

	<p><b>Committee to note the following results of previous planning applications:</b></p> <p><u>Land (E) 428789 (E) 208512 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. APPROVED subject to legal agreement</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. REFUSED</p> <p><u>West Oxfordshire Business Park, Haddon Place 25/02488/S73 (39/2025)</u> Variation of condition 1 of planning permission 21/03882/S73 to allow changes to design of two office buildings to enable layout and use for alternative commercial uses. APPROVED</p> <p><u>134 Bracken Close 25/02719/HHD (41/2025)</u> Erection of a two-storey rear extension. REFUSED</p> <p><u>Corner House, 21 The Maples 25/02809/HHD (42/2025)</u> Erection of single storey rear extension and conversion of loft space with addition of rear dormer extension. Erection of flat porch roof to replace existing pitched porch roof, demolition of existing conservatory to rear, and associated works. APPROVED</p> <p><u>34 Milestone Road 25/03000/HHD (45/2025)</u> Raising the height of the roof ridge of the dwelling to create a new first floor with addition of dormers. Erection of ground floor front infill extension and front porch. Erection of detached double garage to rear of property. Demolition of existing detached rear garage and front conservatory, and associated works. APPROVED</p> <p><u>Carton Lodge, Swinbrook Road 25/03071/HHD (46/2025)</u> Erection of a two-storey side extension including front porch, along with construction of a detached carport with first floor home office space. APPROVED</p>	Noted
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<b>P59/25-26/7</b>	<b>PLANNING AND LICENCING APPLICATIONS</b>	
	<p><b>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>Sunset View, Upavon Way 25/02324/OUT (38/2025)</u> 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 (amended plans).</p> <p>At its meeting on 21 October 2025, the Planning Committee took a neutral stance and requested that the application be considered by the Lowlands Planning Committee. The main comments raised were:</p> <ul style="list-style-type: none"> <li>• As the area is protected grassland, measures should be put in place to protect the Shill Brook.</li> <li>• A clear boundary between the development and The Dell.</li> <li>• Car parking for properties 5, 11, 12 and 13 are not included on the plans.</li> <li>• Whilst we welcome the footpath connectivity to the Community College, it was noted that footpath connections from the site to Edith Moorhouse and St Joseph’s primary schools had not been considered.</li> <li>• If the application is granted, Council feel that a crossing should be considered due to the busyness of Upavon Way.</li> </ul> <p>Members welcomed the additional footpath provision and clarification provided by the developer. Concerns were raised regarding sewage capacity, drainage, flooding, and protection of Shill Brook.</p> <p><b>IT WAS RESOLVED</b> that Council respond to WODC in support of the application, subject to the following considerations being addressed: Thames Water’s recommendations be fully considered; flood mitigation measures be addressed; and native boundary hedging be secured by condition.</p> <p><u>19 Burford Road 26/00113/FUL (01/2026)</u> Alterations to the existing building and construction of a one-bedroom flat within the roof.</p> <p>A concern was raised regarding incremental increases in residential units, however no material planning grounds for objection were identified.</p> <p><b>IT WAS RESOLVED</b> that Council respond to WODC in support of the application.</p> <p><u>1 Hammett Place 26/00268/HHD (02/2026)</u></p>	<p>Proposed: CL Seconded: McB 6 in favour 1 Abstention</p> <p>Proposed: KW Seconded: CL All in favour</p>

	<p>Conversion of garage and construction of first floor extension above and new canopy over side entrance door.</p> <p><b>IT WAS RESOLVED</b> that Council respond to WODC in support of the application.</p>	<p>Proposed: KW  Seconded: McB  All in favour</p>
<b>P60/25-26/8</b>	<b>DATE OF NEXT MEETING</b>	
	Tuesday 17 March 2026 at the Town Hall.	Noted

The meeting closed at 6.32 pm.

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

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

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## **AGENDA ITEM 5 - RESULTS OF PREVIOUS PLANNING MATTERS**

<a href="#">25/02386/HHD</a> (37/2025)	4 Kingham Drive Erection of single storey detached self-contained garden room. <b>WITHDRAWN</b>
<a href="#">25/03109/HHD</a> (47/2025)	4 Kingham Drive Erection of boundary fencing (retrospective). <b>WITHDRAWN</b>
<a href="#">25/03095/HHD</a> (48/2025)	The Elms, 101 Shilton Road Erection of single storey rear extension to replace conservatory. Extension to detached garage to form gym, storage and ancillary accommodation above, including alterations to roof, and associated works. <b>APPROVED</b>

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## **AGENDA ITEM 6 - PLANNING AND LICENSING APPLICATIONS**

<a href="#">26/00325/HHD</a> (03/2026)	<u>Avalon, 16 Shilton Road</u> Erection of a single storey extension.
<a href="#">26/00394/S73</a> (04/2026)	<u>5 Corbett Road</u> Variation of condition 2 of planning permission <a href="#">23/02524/FUL</a> to allow a revised house design.
<a href="#">26/00411/HHD</a> (05/2026)	<u>27 Butlers Drive</u> Erection of a porch to side elevation and two-storey rear extension.
<a href="#">26/00301/HHD</a> (06/2026)	<u>Stoneleigh, 8 Rock Road</u> Alterations to dwelling to include raising of roof ridge height and extension of roof pitch to replace flat roof, single storey side extension, alterations to the fenestration, and associated works. Erection of fence to replace part of hedge, and addition of gates for pedestrian and vehicle access.
<a href="#">26/00465/HHD</a> (07/2026)	<u>4 Berryfield Way</u> Construction of an attached single storey garden room to existing rear extension.

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

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