

Didcot Town Council

Minutes of the

Planning and Development Committee Wednesday 19th April 2023 at 7:30pm All Saints Room, Civic Hall, Didcot



PRESENT

Councillors:

Cllr A Dearlove (Acting Chair)
Cllr D Macdonald
Cllr P Siggers
Cllr M Mallows

Officers:

A Guzinski (Planning and Allotments Officer)

Public:

1 Member of the public attended.

Public participation

The Chair invited the member of the public who had registered to speak to address the Committee.

The member of the public spoke with regards to agenda item 7 (*To note the response letter regarding Planning Application P22/V2705/FUL*).

The member of the public had requested for the Committee to consider responding to this letter with the following concerns:

- 1) Consultation of Didcot Town Council:
 - The response letter claimed that the failure to consult Didcot Town Council was an oversight which was quickly corrected; however, the relevant officer was informed on the 23rd of January, with the consultation being received 3 days later, a day after the Planning and Development Committee meeting held on the 25th of January. The consultation period was set to end on the 6th of February, before the next scheduled meeting.

2) Backdating of the site notice:

- The member of the public provided information obtained via a Freedom of Information (FOI) request, regarding backdating of the site notice. The member of the public requested that the Committee query this with SODC.

3) Pre-application advice and arrangements regarding applicants:

- The resident spoke on documentation obtained via the FOI request regarding the pre-app advice.

The member of the public urged the Committee to act on the requests and queries in their response letter.

Cllr A Dearlove asked the member of the public as to what their desired outcome would be.

The member of the public explained that the immediate outcome should be a response to the letter received, challenging the points made during the public participation, and for Didcot Town Council to hold the District Council accountable and to voice the resident's concerns as a statutory consultee.

The Chair thanked the member of the public for their participation.

The meeting opened at 19:45

238. To receive apologies

Apologies were received from Cllrs E Hards, J Durman, and D Rouane.

Cllr P Siggers substituted for Cllr E Hards.

No other apologies were received.

Cllr A Sandiford was absent.

239. To receive declarations of interest

No declarations were made.

240. To approve the draft minutes of the meeting held on 29th March 2023

It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and **RESOLVED** to approve the minutes as a true and accurate record of the meeting and note them as such.

All members agreed.

241. Questions on the minutes as to the progress of any item

Cllr M Mallows enquired about the progress of the three letters regarding the motions agreed in the previous meeting.

The Planning and Allotments Officer explained that three letters had been drafted and was awaiting review and comments by the Committee. As no comments were received, the letters were scheduled to be sent the following day.

No other questions were raised.

- All agreed letters from the last Committee meeting were sent on 20th April 2023 (attached as appendix 1).

242. To note as listed: correspondence received regarding planning matters

The Committee noted the correspondence received as listed below.

Item	Date received	Received from	Sent to Members	Details
5a)	11/04/2023	Peacock + Smith	11/04/2023 Via email	Director of Peacock and Smith had submitted proposals for the Neighbourhood Centre Site Development in Didcot Northeast.
5b)	28/03/2023	SODC	28/03/2023 Via email	Response letter to Cllr A Dearlove regarding Planning Application P22/V2705/FUL Agenda item 7
5c)	28/03/2023	SODC	28/03/2023 Via email	Response letter to Cllr A Dearlove regarding the consultation area for planning applications nearby the district boundary Agenda item 8

Cllr A Dearlove suggested that once a full application is made regarding item 5a), the developers should be invited to speak during the next appropriate Committee meeting.

243. To note the change of use of commercial building to 1 new residential dwelling known as Ridgeway House, 1A Hagbourne Road, DIDCOT OX11 8DP and removal of former business name: Beauty & Wellbeing

The Committee noted the change of use and the change of name.

244. To note the response letter regarding Planning Application P22/V2705/FUL.

The Committee noted the response letter.

Cllr A Dearlove suggested that another letter should be sent in response to the correspondence received. Cllr A Dearlove also suggested that should the application be resubmitted, a different procedure to determine the outcome of the application should be used, and it must not be determined by either SODC or VOTWH, but by an independent body, such as the Government Inspectorate. The three points raised by the member of the public should also be brought forward.

It was proposed by Cllr A Dearlove, seconded by Cllr D Macdonald, and **RESOLVED** to draft a response letter with the following points:

- 1) The timings of the consultation of Didcot Town Council – What was the exact time frame and procedures when the Didcot Town Council was notified of the consultation.
- 2) Backdating of the site notice, – Is this standard procedure across all applications.
- 3) Pre-application advice and arrangements regarding applicants – Should the application be resubmitted, Didcot Town Council would like to see an independent body review the application, such as the Government Inspectorate.
- 4) The procedure for becoming a statutory consultee – what steps can the resident's association take to become a statutory consultee for the Great Western Park area.

- Attached as appendix 2.

All members agreed.

245. To note and comment on the response letter regarding the consultation area for planning applications nearby the district boundary.

The Committee noted the response letter.

It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and **RESOLVED** to respond to the letter, listing Milton Gate, Valley Park, and Milton Park as key areas for consultations.

- Attached as appendix 3.

All members agreed.

246. Applications for certificates of Lawful Development and Information only

The Committee noted the Lawful Development applications listed below:

9a)	Application	P23/S1129/LDP	27 Park Road Didcot OX11 8QL
	Proposal	Proposal of a constructing an outbuilding, under Class E, which will be utilized as a home office and gym, with facilities to include a shower room.	

NOTE – The above application had since been withdrawn as shown in agenda item 14.

9b)	Application	P23/S1261/LDP	27 Park Road Didcot Oxon OX11 8QL
	Proposal	Proposal of constructing an outbuilding, under Class E, which will be utilised as a home office and gym, with facilities to include a shower room. The proposed garden room will have an internal floor area of 29.61m2 and will be used as incidental use to complement the main dwelling house.	

247. To consider as listed: Planning Applications

10a)	Application	P23/S1069/HH	60 & 62 Norreys Road Didcot Oxfordshire OX11 0AN
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	Proposal	Re-submission of P22/S1195/HH for two storey rear extension to both adjoining properties.	
	Response date	20 th April 2023 (extended from 16 th April 2023)	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr D Macdonald, and RESOLVED to submit no objections to this application. (Ref: 245139) All members agreed.	
10b)	Application	P23/S1037/HH	29 Lisa Head Avenue Didcot OX11 6BJ
	Proposal	Proposal for conversion of garage into habitable space.	
	Response date	20 th April 2023 (extended from 16 th April 2023)	
	Agreed response	It was proposed by Cllr P Siggers, seconded by Cllr A Dearlove, and RESOLVED to submit no objections to this application. (Ref: 245137) All members agreed.	
10c)	Application	P23/S1140/HH	41 Torridge Drive Didcot OX11 7QY
	Proposal	Demolition of existing conservatory and construction of single storey rear extension.	
	Response date	22 nd April 2023	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and RESOLVED to submit no objections to this application. (Ref: 245141) All members agreed.	
10d)	Application	P23/S1125/HH	22 Glyn Avenue Didcot OX11 7AH
	Proposal	Erection of a new storey and a half side extension. Erection of new rear porch.	
	Response date	22 nd April 2023	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and RESOLVED to submit no objections to this application. (Ref: 245143) All members agreed.	
10e)	Application	P23/S0953/HH	77 Green Close Didcot Oxon OX11 8TE
	Proposal	Proposed single storey garage/workshop.	
	Response date	22 nd April 2023	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr D Macdonald, and RESOLVED to submit no objections to this application. (Ref: 245144) All members agreed.	
10f)	Application	P23/S1101/HH	17 Sorrel Crescent Didcot OX11 6HQ
	Proposal	Single storey rear garden room extension.	
	Response date	23 rd April 2023	

	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr D Macdonald, and RESOLVED to submit no objections to this application. (Ref: 245147) All members agreed.	
10g)	Application	P23/S1134/HH	1 Abbott Close Didcot Oxon OX11 8HX
	Proposal	Construction of single storey rear extension.	
	Response date	27 th April 2023	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and RESOLVED to submit no objections to this application. (Ref: 245149) All members agreed.	
10h)	Application	P23/S1188/HH	161 Green Close Didcot OX11 8TD
	Proposal	Two storey side extension and single storey rear extension - Revision to approval P22/S3817/HH to bring first floor flush with front elevation.	
	Response date	27 th April 2023	
	Agreed response	It was proposed by Cllr P Siggers, seconded by D Macdonald, and RESOLVED to submit no objections with the following comments: (Ref: 245150) The Committee noted that at the time of commenting, there were no comments received from the neighbour, however the Committee has some concerns over the impact on the neighbour, with the property being built right up to the boundary, and the lack of characteristics on the wall which will be facing the adjacent property. All members agreed.	
10i)	Application	P23/S1153/A	6 Orchard Centre Didcot OX11 7LG
	Proposal	New internally illuminated fascia signage to front of building to replace existing in canopy.	
	Response date	28 th April 2023	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr M Mallows, and RESOLVED to submit no objections to this application. (Ref: 245152) All members agreed.	
10j)	Application	P23/S1209/A	The Smile Practice 200A Broadway Didcot OX11 8RN
	Proposal	Installation of 1 x fascia sign, internally illuminated	
	Response date	29 th April 2023	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr M Mallows, and RESOLVED to object to this application with the following comments: (Ref: 245153) The Committee noted that the illumination of the sign is very bright and causes a nuisance to the houses opposite. The operating hours should also be reduced, and the brightness decreased to a lower luminance, such as by changing to a different light bulb. All member agreed.	
10k)	Application	P23/S1033/HH	40 Manor Road Didcot OX11 7JY

	Proposal	Demolish existing side garage, conservatory, and rear ancillary room. Construct side extension and enclose front porch. Relocate front door and construct a separate garage / bike store incorporating solar panels.	
	Response date	3 rd May 2023	
	Agreed response	It was proposed by Cllr M Mallows, seconded by Cllr D Macdonald, and RESOLVED to submit no objections with the following comments: (Ref: 245154) The Committee would like to enquire if this application address falls within the conservation area boundary and if the conservation officer had been consulted. All members agreed.	
10l)	Application	P23/S1253/HH	60 Park Road Didcot OX11 8QP
	Proposal	Two story side extension, single story rear extension and amendments to the fenestration.	
	Response date	4 th May 2023	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and RESOLVED to submit no objections to this application. (Ref: 245155) All members agreed.	

248. To note as listed: Planning Appeals

The Committee noted that no appeals were received.

249. To note as listed: Planning Applications approved.

The Committee noted the approved applications listed below.

Didcot Town Council's recommendation	Planning Application Number	Proposal and Address
No objections	P23/S0176/A	2x Stack Signage Ladygrove Farm Lyon Close Didcot OX11 9BS
The annex is described as self-contained which is an oxymoron. For this to remain ancillary to the main dwelling, the Committee believe the annex should rely on the main dwelling for either cooking or	P23/S0189/HH	Conversion of an existing detached garage into a self-contained annex with bathroom and kitchenette. Clifton House 20 Wessex Road Didcot OX11 8BT

bathing facilities. Under its current format it could be rented out as an additional dwelling which could cause issues with the need of additional parking.		
No objections	P23/S0403/HH	Single storey rear extension, revised fenestration, new rooflights. (As clarified by amended plans received 24 March omitting the proposed parking area from the application). 107 Lydalls Road Didcot OX11 7DZ
No objections	P23/S0571/FUL	Change of use from restaurant use to mixed restaurant/hot-food takeaway use with associated external seating area. Unit R04 The Orchard Centre Didcot OX11 7LL
No objections	P23/S0610/FUL	Change of use of Unit 5A from a retail use to a mixed restaurant/hot-food takeaway use. Unit 5A Orchard Centre Didcot OX11 7LG
No objections	P22/S2087/HH	Removal of failed gravel boards from gardens of 57 & 59 Reed Street and 26 Barleyfields and construction of new masonry retaining wall with close board fence over to match existing heights and levels and on existing curtilage / boundaries. (Retrospective). 57 & 59 Reed Street 26 Barleyfields Didcot OX11 6FL
No objections	P20/V2899/RM	Approval of reserved matters - access, appearance, landscaping, layout and scale for the erection of an employment unit (Use Class B1(c)/B2/B8) with ancillary offices, including new vehicular and pedestrian access, HGV and car parking, servicing, external lighting, landscaping, infrastructure and

		<p>associated works pursuant to outline planning permission P19/V1472/FUL dated 15th October 2019. (As amended by plans and information received 25 February 2022).</p> <p>Plot A2 Signia Park Didcot</p>
<p>The Town Council has declared a climate emergency and as such is concerned that there does seem to be a lot of air conditioning units in this application. The Committee wondered if the applicant is doing the best they can to conserve energy usage and lower carbon emissions.</p>	<p>P23/S0463/FUL</p>	<p>Application for minor alterations to the external elevations of the building and installation of A/C units and a gas cylinder cage.</p> <p>Unit 2 Hadden Hill Retail Park Didcot OX11 9BF</p>
<p>No objections</p>	<p>P23/S0486/HH</p>	<p>2-storey side and single-storey rear extension to an existing family dwelling.</p> <p>60 Haydon Road Didcot OX11 7JR</p>
<p>No objections</p>	<p>P23/S0363/HH</p>	<p>Demolition of existing front porch and rear conservatory; construction of new front porch and single storey side and rear extension.</p> <p>137 Wessex Road Didcot OX11 8BJ</p>
<p>No objections</p>	<p>P23/S0202/HH</p>	<p>Single storey rear extension and addition of first floor.</p> <p>105 Park Road Didcot OX11 8QT</p>

250. To note as listed: Planning Applications refused

The Committee noted that no applications were refused.

251. To note as listed: Planning Applications withdrawn

The Committee noted the withdrawn applications listed below.

Didcot Town Council's recommendation	Planning Application Number	Proposal and Address
(Not Applicable)	P23/S1129/LDP	Proposal of a constructing an outbuilding, under Class E, which will be utilized as a home office and gym, with facilities to include a shower room. 27 Park Road Didcot OX11 8QL

252. To note as listed: Planning Applications referred

The Committee noted that no applications were referred.

The meeting closed at 20:37

Signed.....

Date.....

Didcot Town Council

20th April 2023

Oxfordshire County Council
 County Hall
 New Road
 Oxford
 OX1 1ND



To whom it may concern.


REQUEST FROM DIDCOT TOWN COUNCIL'S PLANNING AND DEVELOPMENT COMMITTEE

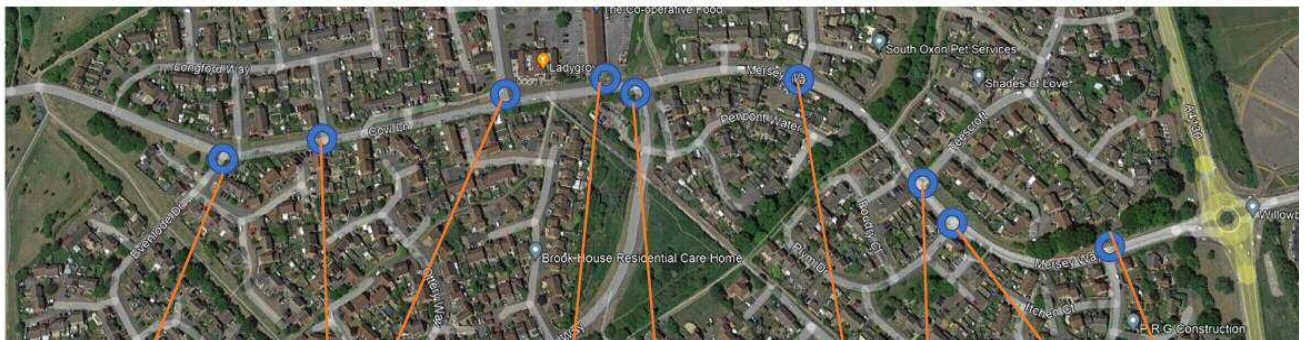
Didcot Town Council's Planning and Development Committee met on 29th March 2023 where members discussed the potential need for non-prescribed Zebra crossings in Didcot, specifically in Ladygrove.

The Committee would like to request that Oxfordshire County Council trial non-prescribed Zebra crossings within Ladygrove, Didcot. Members believe that these crossings could improve safety and further enforce the recent update to the Highway Code, regarding the priority being given to pedestrians waiting to cross at a junction.

The locations of the proposed crossings are shown below:

Cow Lane / Mersey Way, Ladygrove, Didcot.

 Non-prescribed (paint only) side road zebra



Evenlode Drive



Longford Way



Service Yard



Venners Water



Plym Drive



Tyne Ave



Tamar Way

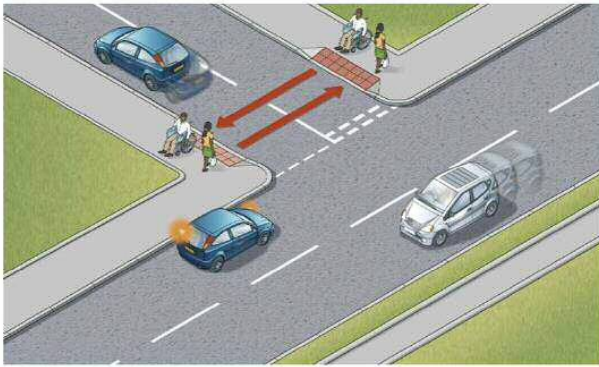


Teescroft



Colne Drive

Page 2



Rule H2: Wait for the pedestrian to cross the junction before turning. This applies if you are turning right or left into the junction.



: Example of a non-prescribed zebra crossing at one of the trial sites

The Committee also suggested that the County Council prioritise Tyne Avenue and Tamar Way.

I look forward to receiving your response and informing the Planning and Development Committee.

Yours sincerely,

Aguzinski

Arek Guzinski
Planning and Allotments Officer
On behalf of Didcot Town Council's Planning and Development Committee

Didcot Town Council

20th April 2023

Oxfordshire County Council
County Hall
New Road
Oxford
OX1 1ND



To whom it may concern.

REQUEST FROM DIDCOT TOWN COUNCIL'S PLANNING AND DEVELOPMENT COMMITTEE

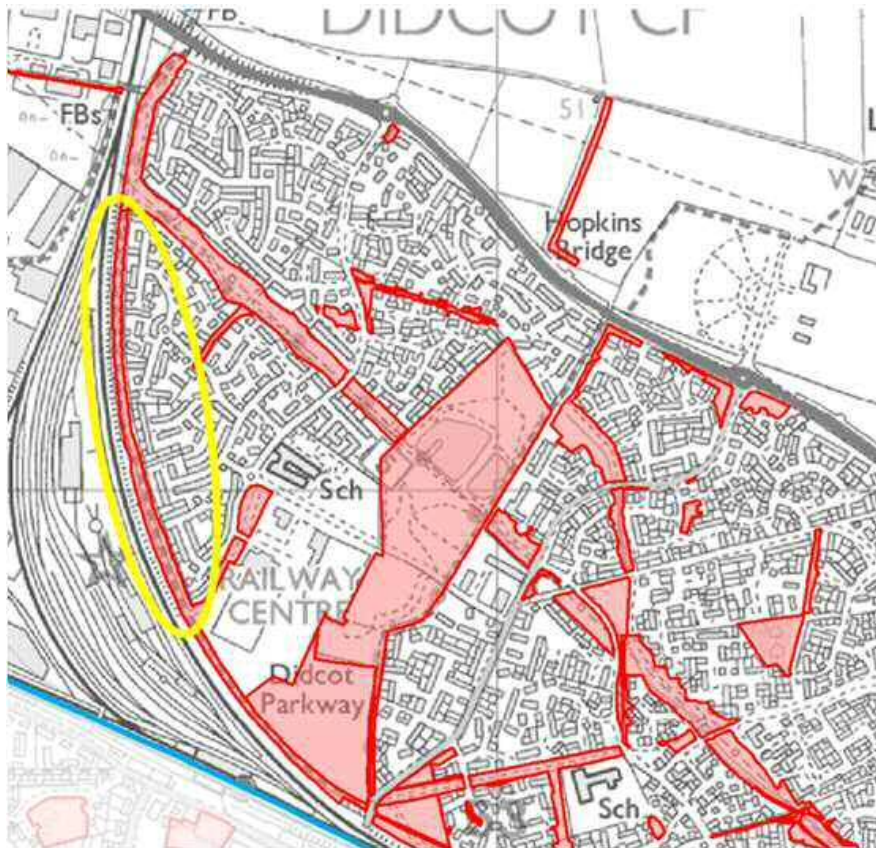
Didcot Town Council's Planning and Development Committee met on 29th March 2023 where members discussed a section of the footpath which runs alongside the railway tracks in Ladygrove, Didcot.

The Committee would like to request that Oxfordshire County Council, consider working alongside South Oxfordshire District Council and LCWIP, to extend the 2-meter-wide section of the footpath (approximately 700 meters) to 3 meters, to match the surrounding paths, and fall in line with the Oxford Cycle Standards and LTN-1/20. This change would better facilitate the cycling and walking in the area, especially considering the proximity of the new developments within Ladygrove. The improved path would be a valuable and much utilised route for commuters, school children and shoppers alike to access the Cow Lane underbridge into the centre of the town.

The 2m wide tarmac path runs from the junction by the southwest corner of Didcot Town Football Club's enclosed land and the shared path leading from Bowmont Water, up to the connection at the far north-western end under the electricity pylons, as it runs adjacent to the railway (around Dagdale Drive area).

The section of 2m wide footpath is highlighted as owned or leased by South Oxfordshire District Council publication and is marked as a footpath on Ordnance Survey mapping. Location (51o36'58.61N 1o14'40.58W)

The exact location of the path is shown on the next page.



I look forward to receiving your response and informing the Planning and Development Committee.

Yours sincerely,

Aguzinski

Arek Guzinski

Planning and Allotments Officer

On behalf of Didcot Town Council's Planning and Development Committee

Didcot Town Council

20th April 2023

South Oxfordshire District Council
Abbey House
Abbey Close
Abingdon
OX14 3JE



To whom it may concern,

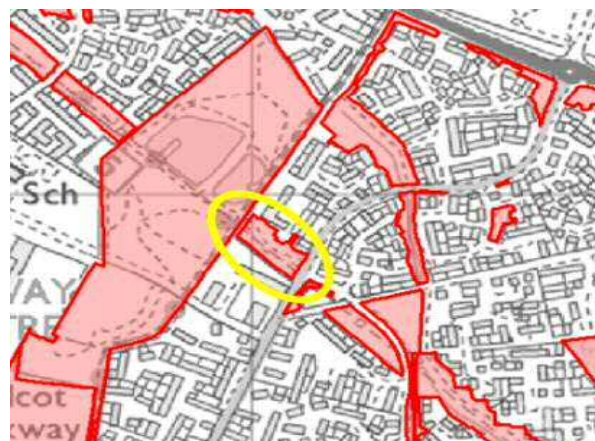
REQUEST FROM DIDCOT TOWN COUNCIL'S PLANNING AND DEVELOPMENT COMMITTEE.

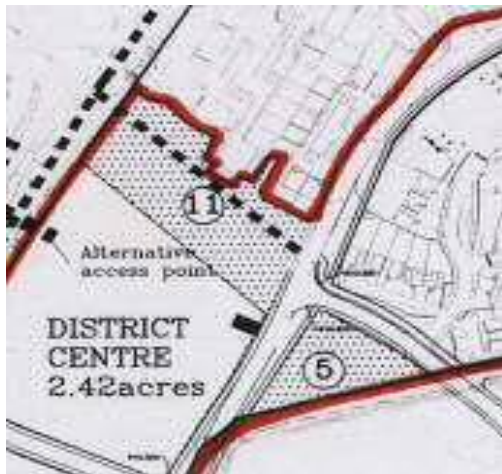
Didcot Town Council's Planning and Development Committee met on 29th March 2023 and discussed the shared paths in Ladygrove, Didcot.

The Committee would like to request that South Oxfordshire District Council consider linking two existing shared paths near the Ladygrove shops, to better facilitate cycling and walking.

To the North-East of the shops in Ladygrove, there is a visible 'desire line' from the crossing point at the rear yard entrance, heading North-West towards the static exercise equipment under the overhead power lines (approximately 30m). This is clearly a more desirable and direct route than the existing constructed path adjacent to it, which routes away from the neighbourhood centre shops, before using the Mersey Way shared path back to Cow Lane.

The land is noted as owned or leased by SODC and is Public Open Space (POS 11). Location: (51o36'51.63N 1o14'06.85W)





I look forward to receiving your response and informing the Planning and Development Committee.

Yours sincerely,

Aguzinski

Arek Guzinski
Planning and Allotments Officer
On behalf of Didcot Town Council's Planning and Development Committee

Didcot Town Council

20th April 2023



South Oxfordshire District Council
Abbey House
Abbey Close
Abingdon
OX14 3JE

To whom it may concern.

REQUEST FROM DIDCOT TOWN COUNCIL'S PLANNING AND DEVELOPMENT COMMITTEE

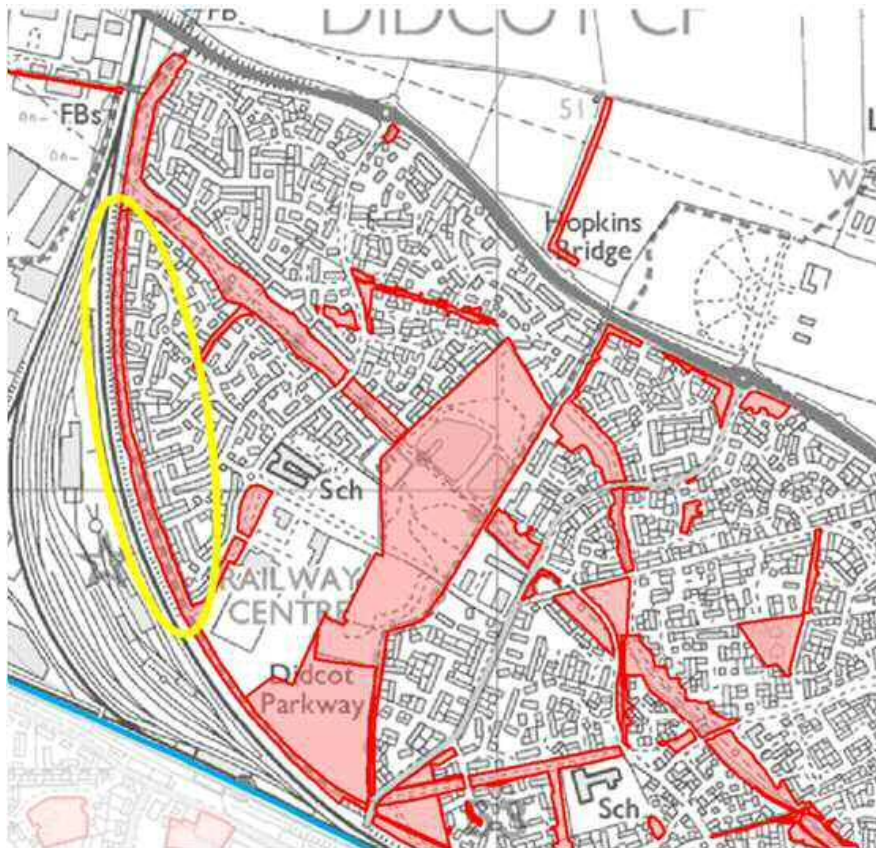
Didcot Town Council's Planning and Development Committee met on 29th March 2023 where members discussed a section of the footpath which runs alongside the railway tracks in Ladygrove, Didcot.

The Committee would like to request that Oxfordshire County Council, consider working alongside South Oxfordshire District Council and LCWIP, to extend the 2-meter-wide section of the footpath (approximately 700 meters) to 3 meters, to match the surrounding paths, and fall in line with the Oxford Cycle Standards and LTN-1/20. This change would better facilitate the cycling and walking in the area, especially considering the proximity of the new developments within Ladygrove. The improved path would be a valuable and much utilised route for commuters, school children and shoppers alike to access the Cow Lane underbridge into the centre of the town.

The 2m wide tarmac path runs from the junction by the southwest corner of Didcot Town Football Club's enclosed land and the shared path leading from Bowmont Water, up to the connection at the far north-western end under the electricity pylons, as it runs adjacent to the railway (around Dagdale Drive area).

The section of 2m wide footpath is highlighted as owned or leased by South Oxfordshire District Council publication and is marked as a footpath on Ordnance Survey mapping. Location (51o36'58.61N 1o14'40.58W)

The exact location of the path is shown on the next page.



I look forward to receiving your response and informing the Planning and Development Committee.

Yours sincerely,

Arek Guzinski
Planning and Allotments Officer
On behalf of Didcot Town Council's Planning and Development Committee

Didcot Town Council

24th April 2023

Adrian Duffield
Head of Planning
South Oxfordshire District Council and
Vale of White Horse District Council



Dear Mr Duffield,

RE: CONSULTATIONS ON APPLICATIONS JUST OUTSIDE BOUNDARY

Didcot Town Council's Planning and Development Committee met on 19th April 2023 to discuss your response regarding consultations on planning applications which fall just outside of the Didcot Parish/SODC boundaries.

The Committee concluded that the key areas of interest are Milton Gate, Milton Park, Valley Park, and any applications made in or around the Great Western Park boundary.

We hope to hear from you soon.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Anthony Dearlove'.

Cllr Anthony Dearlove
Acting Chair
On behalf of Didcot Town Council's Planning and Development Committee

Didcot Town Council

24th April 2023

Adrian Duffield
Head of Planning
South Oxfordshire District Council and
Vale of White Horse District Council



Dear Mr Duffield,

RE: PLANNING APPLICATION P22/V/2705/FUL.

Didcot Town Council's Planning and Development Committee met on 19th April 2023 to discuss your response regarding the application process for planning application P22/V/2705/FUL – Land to the west of Sir Frank Williams Way, Great Western Park.

As per the Town Council's Standing Orders (30-32) members of the public were welcome to participate and as such five residents attended this meeting and spoke regarding their concerns with this application.

The concerns the Committee have, are listed as follows:

- **Timing of the consultation**

The response letter claimed that the failure to consult Didcot Town Council was an oversight which was quickly corrected; however, the relevant officer was informed on the 23rd of January, with the consultation being received 3 days later, a day after the Planning and Development Committee meeting held on the 25th of January. The consultation period was set to end on the 6th of February, before the next scheduled Committee meeting.

- **Backdating of the site notice**

The response letter claimed that the process of backdating a site notice is a standard procedure. The Committee urged for future notices to be displayed in a timely manner, to avoid further confusion.

- **Pre-application advice and arrangements regarding applicants:**

The Committee would like to see an independent body oversee the application, should it be re-submitted. This would ideally be the Government Inspectorate.

- **Statutory Consultees**

The Committee would like to request information of what steps can be taken by organisations such as the GWP Resident's Association to become a statutory consultee for the relevant areas.

We hope to hear from you soon.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A Dearlove', written in a cursive style.

Cllr Anthony Dearlove

Acting Chair

On behalf of Didcot Town Council's Planning and Development Committee