

Notice of a meeting of the

Planning and Development Committee

Wednesday 25th October 2023 at 7:30pm

All Saints Room, Civic Hall, Didcot



Members of the Planning and Development Committee are summoned to attend a meeting on Wednesday 25th October 2023 at 7.30pm.

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960.

Reports and minutes

We add reports and minutes to our website.

Recording, photographs, and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting.

We ask that anyone wishing to record or photograph the meeting notifies the Chair before the start of the meeting.

Public participation

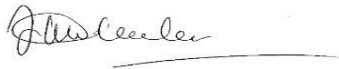
The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 30 - 32 on a matter before the Council).

At the relevant time during the meeting, the Chair will invite members of the public to present their questions, statements, or petitions.

To find out about participation, please email the Planning and Allotments Officer at aguzinski@didcot.gov.uk.

AGENDA

1. To receive apologies
2. To receive declarations of interest
Members should declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's Code of Conduct
3. To approve the draft minutes of the meeting held on 4th October 2023 (attached).
4. Questions on the minutes as to the progress of any item
5. To note as listed: correspondence regarding planning matters
6. To note the erection of 40 new residential dwellings to be named and numbered.
7. To consider as listed: applications for certificates of lawful development and information only
8. To consider as listed: planning applications
9. To note as listed: planning appeals
10. To note as listed: planning applications approved
11. To note as listed: planning applications refused
12. To note as listed: planning applications withdrawn
13. To note as listed: planning applications referred
14. To discuss the findings from the previous meeting regarding the Neighbourhood Plan



Janet Wheeler
Town Clerk
19th October 2023

Voting committee members

Cllr David Rouane (Chair)
Cllr Hugh Macdonald (Vice Chair)
Cllr Stephen Cole
Cllr Sarah Nohre
Cllr Nick Hards
Cllr Luke Hislop
Cllr Anthony Hudson

Substitute committee members

Cllr Gavin Roberts
Cllr Andrew Jones
Cllr Zia Mohammed
Cllr Jim Loder
Cllr Denise Macdonald
Cllr James Broadbent
Cllr George Ryall

Didcot Town Council

Minutes of the

Planning and Development Committee

Wednesday 4th October 2023 at 7:30pm
All Saints Room, Civic Hall, Didcot



PRESENT

Councillors:

Cllr D Rouane (Chair)
Cllr H Macdonald
Cllr S Nohre
Cllr L Hislop
Cllr A Hudson
Cllr N Hards
Cllr A Jones

Officers:

A Guzinski (Planning and Estate Officer [minutes])

Public:

Cllr A Tinsley – District Councillor for Didcot North East
Mr R Rios – South Oxfordshire District Council Planning Policy Officer.

115. To receive apologies

Apologies were received from Cllr S Cole.

Cllr A Jones substituted for Cllr S Cole.

No other apologies were received.

116. To receive declarations of interest

Members should declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's Code of Conduct

Cllr A Jones declared an interest on agenda item 8c) – *Planning Application P23/S3014/A – W H Smith, 188 Broadway*, and would not participate in the discussions.

No other declarations were made.

117. To approve the draft minutes of the meeting held on 13th September 2023

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

All members agreed.

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

Cllr N Hards enquired regarding previous correspondence from minute 111 – Planning Applications Approved, *Planning Application P23/S1174/HH – 81 Loyd Road, Didcot*, and asked the Planning and Estate Officer to send out a follow-up letter to enquire about the criteria for a planning application to be referred to the South Oxfordshire District Council's Planning Committee.

No other questions were raised.

Cllr D Rouane proposed that agenda item 14) *to receive information regarding a Neighbourhood Plan from the Neighbourhood Planning Team* be moved forward to allow for the public participation. All members agreed.

119. To receive information regarding a Neighbourhood Plan from the Neighbourhood Planning Team

Public Participation

The Chair suspended Standing Orders to allow the members of the public to address the Committee.

Mr R Rios introduced himself to the Committee and gave a brief history of his background in the Planning Policy Team and with Neighbourhood Planning.

Mr R Rios gave a brief explanation of the Neighbourhood Plans and what they entail and opened the discussion to the Committee to allow for any questions.

Cllr H Macdonald enquired about the powers of the Neighbourhood Plan to help reduce the traffic caused by new developments in Didcot.

Mr R Rios explained that the Neighbourhood Plan would have some influence on traffic, but it would be very limited, as the County Council is the highways authority.

Cllr N Hards asked about the definition of the word "Neighbourhood", and what sort of area would it cover.

Mr R Rios explained that the definition is flexible, and the plan can include different options, with distinct policies for each area of the town. There would be an additional cost should more than 1 plan be created, but one plan can cover all areas.

Cllr A Jones enquired if a separate referendum would be necessary if a policy was omitted from the original plan and added at a later date due to the size of the area.

Mr R Rios answered that each area could have its distinctive coding/policies, which could be cross referenced at a later date. Any changes can be addressed by a review of the plan, with different possible pathways, not all of which require a referendum.

Cllr S Nohre asked how long a Neighbourhood Plan will take to produce, and who would be responsible for its creation.

Mr R Rios explained that this will vary a lot, but majority of neighbourhood plans are neighbourhood led, where the Town Council invites a volunteer “steering group” and supports them throughout the project. The Town Council will also provide the group with Councillor support. Plans can take between 6-18 months to produce, depending on the size and scope of the plan.

Cllr L Hislop asked about the requirements for groups such as Neighbourhood Associations to create a Neighbourhood Plan.

Mr R Rios explained that the groups can initiate the project and would have the same rights as other communities, but the Town Council would have to decide whether they will accept and support the project.

Cllr A Hudson enquired about the term “neighbourhood”, and how far does it extend.

Mr R Rios explained that the plans usually follow the Civic Boundaries, but if both parishes agree on the plan, it can be extended to cover areas of the neighbouring parishes/districts.

Cllr L Hislop asked if this would also apply to the Great Western Park development, which currently crossed the parish and district boundaries.

Mr R Rios explained that it would need continuous support from the neighbouring parish, otherwise the plan will only cover the part of the development located within Didcot.

Cllr H Macdonald asked about what the next steps would be.

Mr R Rios explained that once the Town Council agree that they wish to carry out a Neighbourhood Plan, they will have access to Government funding to help cover for the costs. The Council will have to identify all areas which the plan will cover.

Cllr D Rouane enquired about the costs.

Mr R Rios explained that this varies, with the average for a small plan being £20,000 per plan, out of which up to £18,000 can be covered by Government funding, with a minimum of £10,000. The cost can also be much higher, with some plans costing up to £100,000.

Cllr D Rouane enquired about the Didcot Garden Town Project and how this will affect the potential Neighbourhood Plan.

Mr R Rios explained that the Neighbourhood Plan could be used to improve some of the areas which the Garden Town Project has set out.

Cllr A Jones enquired about the design guides available for the Council.

Mr R Rios explained that there are design codes and guides available for use, and that the Government will assign a writer to help with the creation of various policies.

The Committee thanked the speaker and resumed Standing Orders.

Cllr D Rouane passed the Chair to Cllr H Macdonald.

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

The Committee noted the correspondence received.

Cllr D Rouane stated that he will investigate whether he will be available to attend the SODC meeting on the 19th of October 2023 (item 5c). The Planning and Estate Officer will send a follow up email to confirm.

**121. To note the erection of 1 new residential dwelling to be known as:
Britwell Lodge**

The Committee noted the erection of a new residential dwelling.

122. Applications for certificates of Lawful Development and Information only

The Committee noted that no certificates were received.

123. To consider as listed: Planning Applications

8a)	Application	P23/S2643/FUL	Didcot Enterprise Centre Unit C16 Conference Room Hawksworth Didcot OX11 7PH
	Proposal	Change of use of Unit C16 to a taxi base.	
	Response date	6 th October 2023 (extended from 2 nd October 2023)	
	Agreed response	It was proposed by Cllr N Hards, seconded by Cllr S Nohre, and RESOLVED to submit no objections to this application. (Ref: 252754) All members agreed.	
8b)	Application	P23/S2292/A	1 Aster Close Didcot OX11 6FR
	Amendment	No. 1 - dated 25th August 2023	
	Proposal	1 x non-illuminated hoarding sign (as amended by drwgn0 PE001A to reduce the size of the sign and alter its position received on 25/08/23).	
	DTC's previous response	Didcot Town Council's Planning and Development Committee would like to object to this application. The advertisement sign will not be in keeping with the area and could distract motorists travelling through the area.	
	Response date	5 th October 2023 (extended from 21 st September 2023)	
	Agreed response	It was proposed by Cllr L Hislop, seconded by Cllr A Jones, and RESOLVED to continue the previous objections . (Ref: 252706) All members agreed.	
8c)	Application	P23/S3014/A	W H Smith 188 Broadway Didcot OX11 8RN
	Proposal	Internally illuminated projecting sign, internally illuminated fascia sign and services menu window graphic.	
	Response date	6 th October 2023 (extended from 2 nd October 2023)	
	Agreed response	It was proposed by Cllr A Hudson, seconded by Cllr S Nohre, and RESOLVED to submit no objections to this application. (Ref: 252755) All members agreed.	
8d)	Application	P23/S2412/FUL	42 Usk Way Didcot OX11 7SQ
	Amendment	No. 1 - dated 18th September 2023	
	Proposal	Erection of wrap around double storey extension, alterations to the perimeter fence, and erection of timber shed of 2.5m height at the front. (Amended application form received 15 September 2023).	

	DTC's previous response	No objections.	
	Response date	5 th October 2023 (extended from 21 st September 2023)	
	Agreed response	It was proposed by Cllr N Hards, seconded by Cllr A Jones, and RESOLVED to submit no objections to this application. (Ref: 252707) All members agreed.	
8e)	Application	P23/S2976/HH	24 Bowmont Water Didcot OX11 7GE
	Proposal	Conversion of existing garage into a living space to be used as a home office. Garage door to be replaced by a wall with a window.	
	Response date	12 th October 2023	
	Agreed response	It was proposed by Cllr S Nohre, seconded by Cllr L Hislop, and RESOLVED to submit no objections to this application. (Ref: 252757) All members agreed.	
8f)	Application	P23/S3159/HH	117 Lydalls Road Didcot OX11 7EA
	Proposal	Replacement roof to porch, replacement gutter and downpipe to house, replacement windows to house, stripping out external render to restore original brickwork. Demolition of existing garage, new garden outbuilding in the rear garden.	
	Response date	13 th October 2023	
	Agreed response	It was proposed by Cllr N Hards, seconded by Cllr A Hudson, and RESOLVED to submit no objections to this application. (Ref: 252758) All members agreed.	
8g)	Application	P23/S3110/HH	18 Marjoram Way Didcot OX11 6HJ
	Proposal	Single storey rear extension.	
	Response date	18 th October 2023	
	Agreed response	It was proposed by Cllr A Hudson, seconded by Cllr A Jones, and RESOLVED to submit no objections to this application. (Ref: 252759) All members agreed.	
8h)	Application	P23/S2249/HH	30 Rawthey Avenue Didcot OX11 7XN
	Proposal	To build an outhouse/large shed.	
	Response date	19 th October 2023	
	Agreed response	It was proposed by Cllr S Nohre, seconded by Cllr N Hards, and RESOLVED to submit no objections to this application. (Ref: 252760) All members agreed.	

124. To note as listed: Planning Appeals.

The Committee noted that no appeals were received.

125. To note as listed: Planning Applications approved.

The Committee noted the approved applications as listed:

Didcot Town Council's recommendation	Planning Application Number	Proposal and Address
No objections	P23/S2255/A	3 x illuminated fascia signs, 2 x non-illuminated fascia signs. Pets at Home Hadden Hill Retail Park Didcot OX11 9BF
No objections	P23/S1699/HH	Erection of a ground floor extension, garage extension and first floor extension above the existing garage (as amended by plans received on 11 August and as amended by plan PLO2A showing 2 off street parking spaces. as amended by plan PL02B to show amended parking arrangement). 61 Westwater Way Didcot OX11 7SR
No objections	P23/S2515/HH	New front porch and loft conversion to include internal changes and three skylight windows. 40 Haydon Road Didcot OX11 7JF
No objections	P23/S2589/HH	Single storey rear and side extension. 24 Edwin Road Didcot OX11 8LE
No objections with comments: The Committee noted the holding objection from the Senior Flood Risk Engineer. They also noted that the affordable housing seems to be located together, which is unusual and wondered if this is due to the application being part of a larger development. The Committee were concerned to see that the application plans involve the removal of two mature Oak Trees with Tree	P22/S2401/RM	Reserved Matters Application relating to P15/S2902/O in respect of 40 dwellings including affordable and private housing, car parking, open space, landscaping, and associated work. (As amended by drawings received 21 February 2023 and 8 June 2023, 5 July and 21 July 2023). Willowbrook Park Phase 3B Land to the north east of Didcot

Protection Orders and would like the orders to be adhered to.		
No objections	P23/S2715/HH	Construct ground floor side extension to enlarge existing kitchen and provide utility room and WC. 19 Meadow Way Didcot OX11 0AU
No objections	P23/S2594/HH	Installation of a heat pump in the rear garden of the property. 6 Lincoln Gardens Didcot OX11 8UF
No objections	P23/S2225/HH	Demolition of garage and erection of a new porch, ground floor rear extension and two storey side extension. 12 Garth Road Didcot OX11 7JG
No objections	P23/S2533/HH	Erection of single storey rear extension and replacement of single storey garage. 9 Edwin Road Didcot OX11 8LG
No objections	P23/S2790/HH	Erection of ground floor rear extension. 14 Barnes Road Didcot OX11 8JL
No objections	P23/S2809/HH	Proposed porch and flank windows. 12 Teal Close Didcot OX11 6HU
No objections	P23/S2801/HH	Single storey extension to the front of the existing attached garage. 14 Orwell Drive Didcot OX11 7RY
Didcot Town Council's Planning and Development Committee would like to see a specification of the pavement to ensure that it complies with the sustainable urban drainage scheme standards.	P23/S1689/HH	To extend dropped kerb at front of the property and create a hard surface between boundary and the highway by replacing grass verge. 20 Meadow Way Didcot OX11 0AY

The Committee queried the approval of applications P23/S1522/FUL (60 Haydon Road Didcot OX11 7JR), and P23/S1174/HH (81 Loyd Road Didcot OX11 8JP).

The Planning and Allotments Officer explained that the application P23/S1522/FUL was won on appeal.

The Committee asked to draft a letter to South Oxfordshire District Council to enquire about the reasons for approval of application P23/S1174/HH.

126. To note as listed: Planning Applications refused

The Committee noted that no applications were refused.

127. To note as listed: Planning Applications withdrawn

The Committee noted that no applications were withdrawn.

128. To note as listed: Planning Applications referred

The Committee noted that no applications were referred.

The meeting closed at 20:35

Signed: _____

Date: _____

Agenda continued.

1. To receive apologies

2. To receive declarations of interest

Members should declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's Code of Conduct

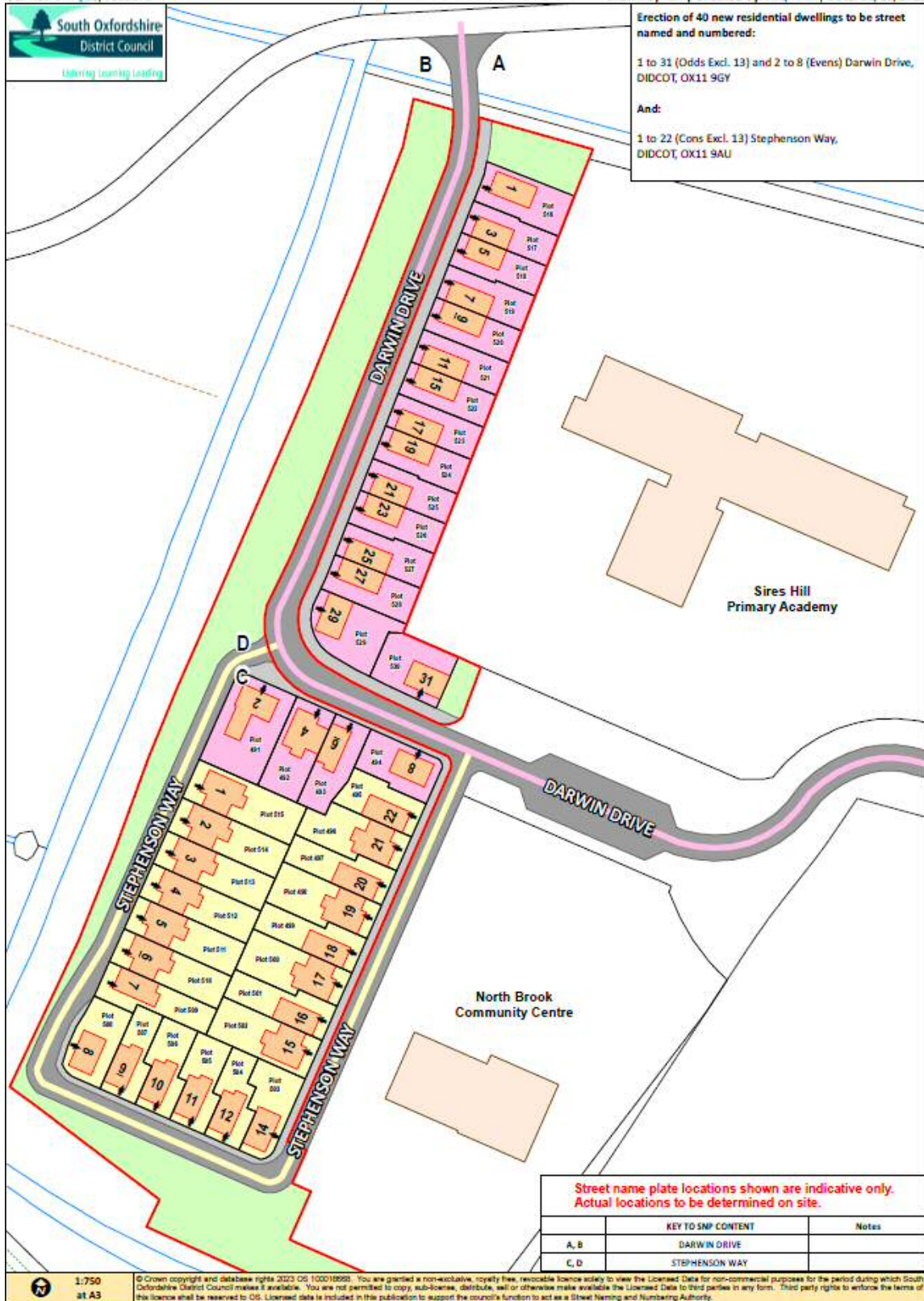
**3. To approve the draft minutes of the meeting held on 4th October 2023
(attached)**

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

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

Item	Date received	Received from	Sent to Members	Details
5a)	09/10/2023	Churchill Retirement Living	09/10/2023	To ask DTC for their approval of the proposed change of name of the "Brunel Lodge" to "Gladwell Lodge"
5b)	11/10/2023	OCC	11/10/2023	To inform DTC about a TRO being implemented to reduce the speed limits on the B4016 and Sires Hill.
5c)	10/10/2023	SODC	10/10/2023	To inform DTC that the license application hearing for McDonalds has been referred to the 19 th of October 2023.
5d)	11/10/2023	SODC	11/10/2023	To inform DTC about the circumstances in which a planning application will be referred to the SODC planning committee meeting.
5e)	18/10/2023	WHP Telecoms	18/10/2023	To ask the Committee for feedback on the pre-planning proposal for the upgrade of the GPS module at Wantage Road.

6. To note the erection of 40 new residential dwellings to be named and numbered.



7. Applications for certificates of Lawful Development and Information only

7a)	Application	P23/S3475/LDP	Unit 48 Orchard Centre Didcot OX11 7LG
	Proposal	Confirmation of the proposed use as a solarium (tanning salon)	

8. To consider as listed: Planning Applications

8a)	Application	P23/S3270/S73	Down Farm Didcot OX11 6DJ
	Proposal	Variation of condition 2 (approved plans) on application P22/S1415/FUL for the change of description - to permit the phasing of the development and the substitution of drawing numbers referenced within the condition (Demolition of maintenance shed and open fronted storage shed, conversion of curtilage listed buildings to create 1 residential dwelling and the erection of 7 dwellings with associated access).	
	Response date	26 th October 2023 (Extended from: 20 th October 2023)	
	Agreed response		
8b)	Application	P23/S3275/HH	73 Oxford Crescent Didcot OX11 7AL
	Proposal	Single storey rear extension.	
	Response date	26 th October 2023 (Extended from: 20 th October 2023)	
	Agreed response		
8c)	Application	P23/S1794/FUL	Land to the north of the A4130 Didcot
	Amendment	No. 3 - dated 17th October 2023	
	Proposal	Development of a neighbourhood centre to comprise a convenience retail store and additional commercial, business and service floorspace (Use Class E); coffee shop with drive-thru facility (Use Class E(a)); day nursery (Use Class E(f)); 169 residential flats (Use Class C); together with car parking, public realm and structured landscaping and the creation of an access road and associated works. (As amended by information received 14 June, 30 August and 16 October 2023.)	
	DTC's previous response	Didcot Town Council's Planning and Development Committee would like to object to this application with the following comments: The Committee noted that the development is not in keeping with the remainder of the town and out of character. The proximity to the nearby Science Parks of Culham, Harwell and	

		<p>Milton Park would also negatively affect the traffic at peak times. Unit B (drive-through cafe) also needs to be reconsidered, as it was noted that the current layout has poor access and has a detrimental impact on traffic, both to the proposed nursery and to the already congested road and roundabout located nearby. Unit E (Buy to Rent Accommodation) was noted as professional, high quality private rental sector in the pre-application advice, however the Committee do not believe that the proposed accommodation unit matched the description given by the developer. The design of the buildings is not in keeping with the area and does not look to be of high quality. The Committee does not believe that the blocks make a positive statement as claimed in the design statements. The Committee also noted the poor provision of sustainable energy and environmental considerations, as the current statement only shows a small number of solar panels installed if necessary. The Committee would like to see the inclusion of more sustainable solutions throughout the development. The Committee noted the development's proximity to Moore Ditch, and other potential drainage issues throughout the development, such as the inclusion of a swale marked as 3 metres deep. The Committee does not believe that the currently present swale is of the marked depth, and the Committee would wish to see the comments made by the drainage officer. The Committee also noted the lack of access to the bin stores, as the current application plans do not show an easy route or a bay for a bin lorry to carry out the collection safely and conveniently without impacting the car park or the pathways throughout the development.</p>
	Response date	1 st November 2023
	Agreed response	

9. To note as listed: Planning Appeals.

None received.

10. To note as listed: Planning Applications approved.

Didcot Town Council's recommendation	Planning Application Number	Proposal and Address
No objections.	P23/S2663/HH	<p>Demolition of conservatory and erection of a new ground floor side and rear extension.</p> <p>27 Brasenose Road Didcot Oxfordshire OX11 7BL</p>

No objections.	P23/S1500/S73	Variation of conditions 2 (Approved Plans), 3 (Surface Water Drainage) & 4 (Tree Protection) on application reference number P22/S4152/FUL (Erection of chalet-style dwelling) - to make changes to external wall and roof materials and for Drainage scheme and Arboricultural method statement to be approved. (As clarified by additional drainage information and arboricultural method statement accompanying Agent's email received on 5 July 2023 and further clarified by drainage information submitted on 8 September 2023). 5 Lydalls Close Didcot OX11 7LD
No objections.	P23/S2597/HH	To remove the existing conservatory and construct a rear single storey extension. 69 Lydalls Road Didcot Oxon OX11 7DT
No objections.	P23/S2893/HH	Single storey rear extension. 80 Queensway Didcot OX11 8LU
No objections.	P23/S2245/HH	Proposed ground floor rear extension. 6 Wessex Road Didcot OX11 8BT
Didcot Town Council's Planning and Development Committee would like to object to this application on the grounds of highway safety and parking, as under the current planning application, cars would have to reverse onto or from the main road, across a public pathway. The current plans do not allow for a vehicle to manoeuvre within the property boundary.	P23/S1226/FUL	Erection of a three-bedroom detached dwelling with parking space. Land Adjacent to 55 Broadway Didcot OX11 8AJ
Didcot Town Council's Planning and Development	P23/S1919/FUL	Proposed development of the existing sidings and storage space at Didcot

Committee has no objections to this application; however, the Committee would like to point out that should the proposed building lack insulation, the water supply to the building should be insulated.		Railway Centre to provide a replica 1930's Goods Depot with exhibition space, to be designed to fit in with the character of the site and give an authentic feel of a historic goods depot. Didcot Railway Centre Station Road Didcot OX11 7NJ
No objections.	P23/S2412/FUL	Erection of wrap around double storey extension, alterations to the perimeter fence, and erection of timber shed of 2.5m height at the front. (Amended application form received 15 September 2023). 42 Usk Way Didcot OX11 7SQ
No objections.	P23/S2643/FUL	Change of use of Unit C16 to a taxi base. Didcot Enterprise Centre Unit C16 Conference Room Hawksworth Didcot OX11 7PH

11. To note as listed: Planning Applications refused

Didcot Town Council's recommendation	Planning Application Number	Proposal and Address
Didcot Town Council's Planning and Development Committee would like to object to this application based on the comments made by the Local Highway Authority.	P23/S2623/FUL	A hand-operated carwash and car sales lot on a vacant site. Land at 60-68 Broadway Didcot OX11 8AE

12. To note as listed: Planning Applications withdrawn

Didcot Town Council's recommendation	Planning Application Number	Proposal and Address
Didcot Town Council's Planning and Development Committee would like to object on the grounds of overdevelopment, being unneighbourly, and potentially blocking an access/way leave path on the application boundary. The Committee would like to enquire whether the land on the boundary is an official right of way path.	P23/S0772/FUL	Proposed 2 bed new dwelling. 5 Yare Close Didcot OX11 7QB

13. To note as listed: Planning Applications referred

None received.

14. To discuss the findings from the previous meeting regarding the Neighbourhood Plan