

## Minutes of the

### Planning and Development Committee

Wednesday 8<sup>th</sup> March 2023 at 7:30pm

All Saints Room, Civic Hall, Didcot



#### **PRESENT**

##### **Councillors:**

Cllr A Dearlove (Acting Chair)

Cllr M Mallows

Cllr J Durman

Cllr D Macdonald

Cllr P Siggers

##### **Officers:**

L Blake (Planning and Environment Officer [minutes])

A Guzinski (Planning and Allotments Officer)

Three members of the public were present.

#### **Public participation**

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

Both speakers spoke regarding agenda items 10 (*To consider whether the Committee wishes to write a formal letter to South and Vale and South Oxfordshire District Council's, regarding any concerns on the consultation process for application P22/V2705/FUL*) and 11 (*To consider writing to South and Vale and South Oxfordshire District Councils to highlight potential issues where Didcot Town Council may not be consulted on planning applications that fall just outside the town's boundaries, despite the applications affecting residents in Didcot and Didcot town. When residents move to the western side of Didcot – they consider themselves Didcot residents, use Didcot facilities and would expect Didcot Town Council to be consulted in planning matters*).

Their main concerns were:

- The consultation on application P22/V2705/FUL and the lack of residents who were informed
- Seeking pre application advice from the Vale of White Horse District Council
- The fact that some consultees were only notified once a District Councillor had contacted the District Council
- The backdating of the public site notice, which was placed on site 26<sup>th</sup> January 2023, but dated 16<sup>th</sup> January (giving the 21 days' notice)

- The 'use of a false address - this would have made it very difficult for residents to find the application on the planning portal
- Miscommunication
- No enforcement

The Chair thanked the speakers.

The meeting opened at 7.40pm.

#### **197. To receive apologies**

Cllrs E Hards and D Rouane tendered their apologies.  
Cllr P Siggers substituted for Cllr E Hards.  
Cllr A Sandiford was absent.

#### **198. To receive declarations of interest**

No declarations were made.

#### **199. To approve the draft minutes of the meeting held on 15<sup>th</sup> February 2023**

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

All members agreed.

#### **200. Questions on the minutes as to the progress of any item**

There were no questions from the minutes.

#### **201. To note as listed: correspondence received regarding planning matters**

<b>Item</b>	<b>Date received</b>	<b>Received from</b>	<b>Sent to Members</b>	<b>Details</b>
5a)	28/02/2023	OCC Civil Parking Enforcement	01/03/2023 via email	OCC have sent an update regarding the proposed parking schemes around Didcot. A press notice has been provided. A formal consultation will follow.

5b)	01/03/2023	OCC Minerals and Waste Plan	01/03/2023 via email	OCC have sent an update regarding the current Minerals and Waste Local Plan, outlining the merging of the two plans into one.
-----	------------	-----------------------------	-------------------------	---

The Committee noted the correspondence received.

**202. To note the erection of 1 new residential dwelling to be numbered 73 Abbott Road, Didcot, OX11 8JA**

The Committee noted the erection and numbering of the 1 new dwelling.

**203. To note the erection of 287 new residential dwellings to be known as listed**

The Committee noted the erection and numbering of the 287 new dwellings.

**204. To comment on OCC's Notice of Submission of Further Information in relation to Planning Application to request retrospective Planning Approval for the sports field constructed levels at Aureus Primary School (Chalkhill when originally approved reference R3.0001/17 – Submitted 6th December 2016 and approved in March 2017)**

<b>Application</b>	<a href="#">R3.0150/22</a>	View application and make comment using reference no: R3.0150/22
<b>Proposal</b>	Planning Application to request retrospective Planning Approval for the sports field constructed levels at Aureus Primary School (Chalkhill when originally approved reference R3.0001/17 – Submitted 6th December 2016 and approved in March 2017)	
<b>Location</b>	<b>Aureus Primary School, Clover Fields, Didcot, Oxfordshire, OX11 6GS</b>	
<b>Response date</b>	23 <sup>rd</sup> March 2023	
<b>Agreed response</b>	<p>It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and <b>RESOLVED</b> to submit the following comments:</p> <p>Didcot Town have no objections to the application providing there will be no adverse effects from the drainage.</p> <p>All members agreed.</p>	

**205. To comment on OCC’s Section 106A application to modify or discharge a Section 106 Planning Obligation: Removal of the existing waste catchment area restriction and amendment to a permissive path at Sutton Courtenay Landfill Site, Appleford, Abingdon**

<b>Application</b>	<a href="#">MW.0034/23</a>	View application and make comment using reference no:
<b>Proposal</b>	Section 106A application to modify or discharge a Section 106 Planning Obligation: Removal of the existing waste catchment area restriction and amendment to a permissive path at Sutton Courtenay Landfill Site, Appleford, Abingdon.	
<b>Location</b>	Sutton Courtenay Landfill Site, Appleford, Abingdon, OX14 4PP	
<b>Response date</b>	30 <sup>th</sup> March 2023	
<b>Agreed response</b>	<p>It was proposed by Cllr D Macdonald, seconded by Cllr M Mallows, and <b>RESOLVED</b> to <b>object</b> to the application with the following comments:</p> <p>Didcot Town Council's Planning and Development Committee would like to object to this application in regards to the extension of the waste catchment area, the additional waste being brought into the town, and the additional vehicle movements it will bring. The Committee are also disappointed with the delay to reinstating/creating public right of way.</p> <p>All members agreed.</p>	

**206. To consider whether the Committee wishes to write a formal letter to South and Vale and South Oxfordshire District Council’s, regarding any concerns on the consultation process for application P22/V2705/FUL**

It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and **RESOLVED** to write a formal letter to both South and Vale District Councils and the head of the planning department regarding member’s concerns on the consultation process of this application (appendix 1). These concerns included who was and was not consulted, the location named on the application and the allegedly backdated site notice.

The PEO would forward a draft copy to members to suggest amendments prior to sending the letter. It was hoped that any response received would be discussed at the next Committee meeting.

All members agreed.

**207. To consider writing to South and Vale and South Oxfordshire District Councils to highlight potential issues where Didcot Town Council may not be consulted on planning applications that fall just outside the town’s boundaries, despite the applications affecting residents in Didcot and Didcot town. When residents move to the western side of Didcot – they consider themselves Didcot residents, use Didcot facilities and would expect Didcot Town Council to be consulted in planning matters**

It was proposed by Cllr A Dearlove, seconded by Cllr J Durman, and **RESOLVED** to write a formal letter to both South and Vale District Councils and the head of the planning department regarding the potential issues where Didcot Town Council may not be consulted (appendix 2). The Committee felt it was important for the Town Council to be consulted on applications outside the boundary, despite the applications affecting residents in Didcot and Didcot town.

The PEO would forward a draft copy to members to suggest amendments prior to sending the letter. It was hoped that any response received would be discussed at the next Committee meeting.

All members agreed.

Two members of the public left the meeting at this stage.

**208. Applications for certificates of Lawful Development and Information only**

The Committee noted no applications for Lawful Development had been received.

**209. To consider as listed: Planning Applications**

13a)	Application	<a href="#">P23/S0176/A</a>	Ladygrove Farm Lyon Close Didcot OX11 9BS
	Proposal	2x Stack Signage	
	Response date	9 <sup>th</sup> March 2023 (extended from 3 <sup>rd</sup> March 2023)	
	Agreed response	It was proposed by Cllr A Dearlove, seconded by Cllr J Durman, and <b>RESOLVED</b> to submit <b>no objection</b> to the application ( <b>ref: 243152</b> ).  All members agreed.	
13b)	Application	<a href="#">P23/S0441/S73</a>	88 Broadway Didcot OX11 8AB
	Proposal	Variation of condition 5(Restricted Hours) on application P18/S2805/FUL to extend opening times. (Change of use from retail (Class A1) to a hot food takeaway (Class A5) and new rear extension at the rear and new raised parapet wall to the side)	
	Response date	9 <sup>th</sup> March 2023 (extended from 3 <sup>rd</sup> March 2023)	

	<b>Agreed response</b>	<p>It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and <b>RESOLVED</b> to submit <b>a response</b> to the application with the following comments (<b>ref: 243168</b>):</p> <p>Although the Town Council would like to object to this application on the grounds of noise and disruption, local planning history for a similar establishment a few doors down applied for the same thing a few years ago and won at appeal, even though DTC objected and SODC refused the application at their Planning Committee meeting. Therefore, the Town Council feels there is no point in objecting.</p> <p>All members agreed.</p>	
<b>13c)</b>	<b>Application</b>	<a href="#">P23/S0460/S73</a>	Unit 2 Hadden Hill Retail Park near Didcot OX11 9BF
	<b>Proposal</b>	Variation of condition 2(approved plans) on application P22/S3629/FUL (Application for the installation of a mezzanine floor to be used for retail (Class E) and an ancillary pet care, treatment, and grooming facility) - to facilitate an increase to the floorspace provided at mezzanine level.	
	<b>Response date</b>	9 <sup>th</sup> March 2023 (extended from 2 <sup>nd</sup> March 2023)	
	<b>Agreed response</b>	<p>It was proposed by Cllr M Mallows, seconded by Cllr J Durman, and <b>RESOLVED</b> to submit <b>no objection</b> to the application (<b>ref: 243153</b>).</p> <p>All members agreed.</p>	
<b>13d)</b>	<b>Application</b>	<a href="#">P23/S0189/HH</a>	Clifton House 20 Wessex Road Didcot OX11 8BT
	<b>Proposal</b>	Conversion of an existing detached garage into a self-contained annex with bathroom and kitchenette.	
	<b>Response date</b>	9 <sup>th</sup> March 2023 (extended from 7 <sup>th</sup> March 2023)	
	<b>Agreed response</b>	<p>It was proposed by Cllr D Macdonald, seconded by Cllr A Dearlove, and <b>RESOLVED</b> to <b>object</b> to the application, with the following comments (<b>ref:243169</b>):</p> <p>The annex is described as ‘self-contained’ which is an oxymoron. For this to remain ancillary to the main swelling, the Committee believe the annex should rely on the main swelling for either cooking or 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.</p> <p>All members agreed.</p>	
<b>13e)</b>	<b>Application</b>	<a href="#">P23/S0463/FUL</a>	Unit 2 Hadden Hill Retail Park Didcot OX11 9BF
	<b>Proposal</b>	Application for minor alterations to the external elevations of the building and installation of A/C units and a gas cylinder cage.	
	<b>Response date</b>	10 <sup>th</sup> March 2023	

	<b>Agreed response</b>	<p>It was proposed by Cllr D Macdonald, second by Cllr P Siggers, and <b>RESOLVED</b> to submit <b>a response</b> to the application with the following comments (<b>ref:243170</b>):</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>All members agreed.</p>	
<b>13f)</b>	<b>Application</b>	<a href="#">P23/S0202/HH</a>	105 Park Road Didcot OX11 8QT
	<b>Proposal</b>	Single storey rear extension and loft conversion with raised roof.	
	<b>Response date</b>	10 <sup>th</sup> March 2023	
	<b>Agreed response</b>	<p>It was proposed by Cllr A Dearlove, seconded by Cllr P Siggers, and <b>RESOLVED</b> to submit <b>no objection</b> to the application (<b>ref: 243157</b>).</p> <p>All members agreed.</p>	
<b>13g)</b>	<b>Application</b>	<a href="#">P23/S0486/HH</a>	60 Haydon Road Didcot OX11 7JR
	<b>Proposal</b>	2-storey side and single-storey rear extension to an existing family dwelling.	
	<b>Response date</b>	10 <sup>th</sup> March 2023	
	<b>Agreed response</b>	<p>It was proposed by Cllr A Dearlove, seconded by Cllr D Macdonad, and <b>RESOLVED</b> to submit <b>no objection</b> to the application (<b>ref: 243158</b>).</p> <p>All members agreed.</p>	
<b>13h)</b>	<b>Application</b>	<a href="#">P23/S0610/FUL</a>	Unit 5A Orchard Centre Didcot OX11 7LG
	<b>Proposal</b>	Change of use of Unit 5A from a retail use to a mixed restaurant/hot-food takeaway use.	
	<b>Response date</b>	14 <sup>th</sup> March 2023	
	<b>Agreed response</b>	<p>It was proposed by Cllr A Dearlove, seconded by Cllr J Durman, and <b>RESOLVED</b> to submit <b>no objection</b> to the application (<b>ref: 243159</b>).</p> <p>All members agreed.</p>	
<b>13i)</b>	<b>Application</b>	<a href="#">P23/S0363/HH</a>	137 Wessex Road Didcot OX11 8BJ
	<b>Proposal</b>	Demolition of existing front porch and rear conservatory; construction of new front porch and single storey side and rear extension.	
	<b>Response date</b>	16 <sup>th</sup> March 2023	
	<b>Agreed response</b>	<p>It was proposed by Cllr P Siggers, seconded by Cllr J Durman, and <b>RESOLVED</b> to submit <b>no objection</b> to the application (<b>ref:243160</b>).</p> <p>All members agreed.</p>	

13j)	Application	<a href="#">P23/S0571/FUL</a>	Unit R04 The Orchard Centre Didcot OX11 7LL
	Proposal	Change of use from restaurant use to mixed restaurant/hot-food takeaway use with associated external seating area.	
	Response date	16 <sup>th</sup> March 2023	
	Agreed response	<p>It was proposed by Cllr D Macdonald, seconded by Cllr J Durman, and <b>RESOLVED</b> to submit <b>no objection</b> to the application (ref:243161).</p> <p>All members agreed.</p>	
13k)	Application	<a href="#">P22/S3532/RM</a>	Land at Lady Grove Didcot OX11 9BP
	Amendment	No. 1 - dated 27th February 2023	
	Proposal	All outstanding Reserved Matters (appearance, landscaping, layout and scale) for the erection of 150 residential dwellings with associated parking, landscaping, country park, equipped and informal open spaces and associated infrastructure and works pursuant to outline permission P20/S1577/O. (as amended by drawings and information received 27 February 2023).	
	Response date	14 <sup>th</sup> March 2023	
	Agreed response	<p>It was proposed by Cllr D Macdonald, seconded by Cllr A Dearlove, and <b>RESOLVED</b> to submit <b>a response</b> to the application with the following comments (ref:243171):</p> <p>The Town Council were extremely disappointed with the approval of this application by the Planning Inspectorate, given the value of this land both environmentally and in terms of biodiversity and what will now be lost.</p> <p>It is important that this development is linked by footpaths and cycle paths with existing developments and within the development itself.</p> <p>Given the value of the trees within the land of this application, the Committee think it is important that developers take every step they can do to avoid any potential damage to, or loss of, the trees.</p> <p>All members agreed with two members abstaining.</p>	
13l)	Application	<a href="#">P23/S0489/HH</a>	27 Meadow Way Didcot OX11 0AX
	Proposal	Proposed rear extension to existing dwelling.	
	Response date	23 <sup>rd</sup> March 2023	
	Agreed response	<p>It was proposed by Cllr P Siggers, seconded by Cllr J Durman, and <b>RESOLVED</b> to submit <b>no objection</b> to the application (ref: 243163).</p> <p>All members agreed.</p>	



**210. To note as listed: Planning Appeals.**

The Committee noted that no appeals had been received.

**211. To note as listed: Planning Applications approved.**

The Committee noted the approved applications:

<b>Didcot Town Council's recommendation</b>	<b>Planning Application Number</b>	<b>Proposal and Address</b>
Previous objections withdrawn	<a href="#">P21/S2542/RM</a>	Application proposal, including any amendments: Reserved Matters Application in respect of 59 dwellings and 4 multi-use commercial space including car parking, open space, landscaping and associated works (as amended by drawings and information received 26 October 2021, 6 January 2022, 19 August 2022 and 5 December 2022 and 16 January 2023).  <b>Land to the North East of Didcot Didcot</b>

**212. To note as listed: Planning Applications refused.**

The Committee noted that no applications had been refused.

**213. To note as listed: Planning Applications withdrawn.**

The Committee noted the below withdrawn application:

<b>17a)</b>	<b>Application</b>	<a href="#">P22/V2705/FUL</a>	Land to the west of Sir Frank Williams Way Great Western Park Didcot
	<b>Proposal</b>	Use of land as a ground maintenance compound and associated infrastructure. (as amplified by Transport Statement received 20 January 2023).	
	<b>DTC's previous response</b>	The Planning and Development Committee would like to object to this application.  This space was originally approved and designated as a public open space and the proposed application contradicts policies advertised by South and Vale and South Oxfordshire s District Council s CP16b (Didcot Garden Town), CP46	

		<p>(Conservation and Improvement Biodiversity), CP37 (Design and Local Distinctiveness), DP23 (Impact of Development on Amenity), DP25 (Noise Pollution) and DP33 (Open Space).</p> <p>This proposed application will have a detrimental impact on the residents in the area, not only visually but the noise, the smell, the dust, and potential contamination (due to possible spillages of fuel effecting the adjacent allotments) will have negative ramifications on the neighbours.</p> <p>The change of use no longer meets the approved criteria.</p>	
<b>17b)</b>	<b>Application</b>	<a href="#">P22/S2706/FUL</a>	Land to the South of A4130 Didcot
	<b>Proposal</b>	<p>Variation of condition 2 (approved plans) under Section 73 of the Town and Country Planning Act 1990 on application P18/S0719/RM - two proposed footpath links adjacent to LEAP area removed; turning head added in private road of plots 18 and 25 and additional Hoggin footpath link added outside plot 18. Reserved Matters application following Outline approval P16/S3609/O for up to 166 dwellings, associated open space and infrastructure.</p>	
	<b>DTC's previous response</b>	<p>Didcot Town Council object to this application with the following comments:</p> <p>The Committee have concerns with the removal of the footpath but appreciate that steps may cause an inconvenience. However, the Council recognise the need of a footpath and request that a graduated path be considered as an alternative to the removal, for inclusivity.</p>	

**214. To note as listed: Planning Applications referred.**

The Committee noted that no applications had been referred.

The meeting closed at 8.35pm.

Signed: .....

Date: .....

# Didcot Town Council

---

20<sup>th</sup> March 2023

**To be sent to Head of Planning, and Leaders  
of both District Councils**



To whom it may concern,

**RE: CONCERNS REGARDING THE CONSULTATION PROCESS FOR PLANNING  
APPLICATION P22/V2705/FUL – Land to the west of Sir Frank Williams Way**

Didcot Town Council's Planning and Development Committee met on 15<sup>th</sup> February 2023 to consider application P22/V2705/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.

Following discussions, the Committee submitted the following comments to the Vale of White Horse District Council on 17<sup>th</sup> February (ref:241949):

*“The Planning and Development Committee would like to object to this application. This space was originally approved and designated as a public open space and the proposed application contradicts policies advertised by South and Vale and South Oxfordshire's District Council's – CP16b (Didcot Garden Town), CP46 (Conservation and Improvement Biodiversity), CP37 (Design and Local Distinctiveness), DP23 (Impact of Development on Amenity), DP25 (Noise Pollution) and DP33 (Open Space). This proposed application will have a detrimental impact on the residents in the area, not only visually but the noise, the smell, the dust, and potential contamination (due to possible spillages of fuel effecting the adjacent allotments) will have negative ramifications on the neighbours.  
The change of use no longer meets the approved criteria”.*

Due to concerns raised at this meeting, a decision was made to include the consultation process on the agenda for the next meeting, held on 8<sup>th</sup> March 2023.

The concerns the Committee have, are listed as follows:

- Consultees

Without the intervention of a District Councillor, Didcot Town Council were not going to be consulted on this application.

The Committee believe that some neighbouring residents in the proximity of the application, did not receive paper copies when they believe they should have and ask the District Council to confirm who you believe should have been consulted?

Didcot Town Council ask whether the Great Western Park Residents Association is a statutory consultee for applications on Great Western Park? If they are not, why?

The Town Council asks that all Resident Associations be considered statutory consultees to applications relevant to them.

- Location name

The Committee were very disappointed to note that the planning application included an incorrect location name, which made it extremely difficult for residents to find the application on the planning portal. Was this an error?

- Site notices

The Committee were informed by residents that no site notices were displayed until 26<sup>th</sup> January 2023, when a resident made the District Council aware. A notice was displayed later that day which had been backdated to 16<sup>th</sup> January 2023. This allowed for the 21 days' notice exactly. Had a different applicant done this, what would have been the consequence?

The whole scenario of the application being filed by SODC to the Vale of White Horse District Council, perhaps should have been scrutinised? The Committee also had concerns with the District Council's giving each other pre-application advice. Is there a policy in place for this?

The Planning and Development Committee are scheduled to meet again on 29<sup>th</sup> March 2023 where it is hoped that your response to this letter can be discussed.

Yours sincerely



Cllr Anthony Dearlove

**Acting Chair**

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

# Didcot Town Council

---

20<sup>th</sup> March 2023

**To be sent to the Head of Planning and  
Both Leaders of the District Councils**



To whom it may concern,

**RE: CONSULTATIONS ON APPLICATIONS JUST OUTSIDE BOUNDARY**

Didcot Town Council's Planning and Development Committee met on 8<sup>th</sup> March 2023 and discussed member's concerns on the Town Council not being consulted on some planning applications which fall just outside of the Parish boundary, despite the applications affecting residents in Didcot and Didcot town.

The Committee is concerned this could become a regular occurrence, especially considering the current issue with residents in the town being 'split' between two District Councils.

Residents who reside just outside Didcot's boundaries do still use the services and facilities in the town and therefore it is felt that Didcot Town Council should be consulted on all applications within a reasonable distance of the town's boundaries. This should include the Valley Park application.

Didcot Town Council ask South Oxfordshire District Council and the Vale of White Horse District Council to ensure that they are consulted on all applications local to Didcot and within a reasonable distance.

We look forward to hearing from you before the next meeting of this Committee on 29<sup>th</sup> March 2023.

Yours sincerely

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

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