

# Banbury Town Council

Mark Hassall ACMA, MA  
Town Clerk & RFO



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Our Ref: PL05122025  
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Date: 28 October 2025

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To: All Members of the Planning Committee

You are hereby summoned to attend a Meeting of the **PLANNING COMMITTEE** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **WEDNESDAY 05 NOVEMBER 2025 at 6.30pm**, for the transaction of the following business:

A handwritten signature in black ink, appearing to be 'Mark Hassall'.

Mark Hassall  
Town Clerk & RFO

## **BUSINESS TO BE TRANSACTED**

### **1. Apologies for absence**

Contact Helen Durkin (01295 250340).

### **2. Declarations of Interest**

Members are asked to declare any disclosable pecuniary interests in items on the agenda, **and the nature of that interest**, in accordance with the Localism Act 2011, the Banbury Town Council Code of Conduct and Section 106 of the Local Government Finance Act 1992 (Please refer to the notes at the end of Agenda).

Members of the Local Planning Authority are invited to declare that any views they may express at this meeting will be based on the information currently available and that their final decision (which may differ from views previously expressed) will be made at the Local Planning Authority.

### **3. Minutes of the last Meeting**

To approve as a correct record, the Minutes of the meeting held on 15 October 2025.  
**(Enclosed)**

### **4. Planning Applications to be considered**

To consider the planning applications set out in **Enclosure 4**.

### **5. Planning Applications delegated to the Town Clerk**

To note the planning applications dealt with by the Town Clerk, in consultation with Ward Members and the Chairman of the Planning Committee, as set out in **Enclosure 5**.

**6. Decision Notices**

To consider Decision Notices where the decision of the Planning Authority is contrary to the observations of the Town Council, as set out in **Enclosure 6**.

**Notes on declaration of interest**

- (i) Any Member arriving after the start of the meeting is asked to declare any disclosable pecuniary interests as necessary as soon as practicable after their arrival even if the item in question has been considered;*
- (ii) In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly.*

*It is not practical to offer detailed advice during the meeting.*

**Recording of Meeting**

- (i) Please be aware that an audio recording of the meeting may be made, as an aide-memoire for the purposes of the Clerk to ensure minutes reflect the overall tone and content of meetings, and will be deleted following the first approval of minutes.*

**PLANNING COMMITTEE**

Minutes of a meeting of the Planning Committee held on Wednesday,  
**15 October 2025 at 6.30pm** at the Town Hall, Banbury.

Present: Councillor Beere (Chairman) and Cllr Woodward (Vice Chair)  
Councillors: Dhesi, Thornhill and Tohill-Martin

Alternate attendance: none.

Officers: Robert Duxbury (Planning Officer)

**PL.46/25**

**Apologies**

Councillors Harwood.

**PL.47/25**

**Declarations of Interest**

Councillor Thornhill declared a personal interest as a member of the Cherwell District Council Planning Committee and also declared an interest in Application 25/02285/REM and withdrew from the meeting during the discussion and voting on the application.

**PL.48/25**

**Minutes of the Last Meeting**

**IT WAS RESOLVED** that the Minutes of the meeting held on the 10 September 2025 be approved as a correct record and signed by Cllr Beere.

**PL.49/25**

**Planning Applications to be Considered**

The Committee considered various planning applications that had been referred to the Town Council for consideration by Cherwell District Council (CDC) and were matters that had been delegated to the Planning Committee or where a Ward Member had referred a delegated application.

Officers responded to a number of questions raised by Members.

- **25/01526/f and 25/01527/LB** – Patrick Bradshaw – 44 Market Place Banbury.
  - **Banbury Town Council resolved** to raise no objections to these applications.
- **25/02124/F** – Mrs Sarah Robinson-Smith - Easington House Hotel, 50 Oxford Road, Banbury.
  - **Banbury Town Council resolved** to raise no objections.
- **25/02174/OUT** – Lone Star Land Ltd - Land East Of Denbigh Close, Adjacent to Broughton Road, Banbury.
  - **Banbury Town Council resolved** to OBJECT to the application on the grounds that the development proposed was in open countryside beyond the built up limits of Banbury and was therefore contrary to the existing and emerging Local Plan Policy. Whilst we recognise the current shortfall in housing land supply we believe that this should be resolved through the Local Plan process. We consider that the direction and extent of housing development around Banbury should be examined as part of the imminent Local Plan inquiry process, and approval at this time would be premature and would undermine that process. Furthermore, should the planning authority disagree with this position it should be noted that we raise no other objections subject to the completion of a legal agreement to ensure that all necessary on-site and off-site infrastructure is secured at the right times.

- **25/02285/REM** – Vistry Homes - Land East Of Warwick Road Drayton, Warwick Road, Banbury.
  - **Banbury Town Council resolved** to raise no objections.
- **25/02000/REM** – Lagan Homes - Land West Adj To Salt Way and West of Bloxham Road, Banbury.
  - **Banbury Town Council resolved** to OBJECT to the application on the grounds that construction access via the existing development to the north was unacceptable and would be hazardous to road safety and detrimental to the amenities of residents along the intended route. It was suggested that a direct route to the A361 should be required. It was also noted that OCC had other concerns about access and parking matters and we support these concerns. Overall it was considered that this application should be refused until these access issues were resolved.

**PL.50/25**

**Planning Applications Delegated to the Town Clerk**

The Town Clerk had submitted a schedule containing details of planning applications which had been delegated to him in consultation with the Chairman, setting out the observations that had been forwarded to Cherwell District Council.

**IT WAS RESOLVED** that the report be noted.

**PL.51/25**

**Decision Notices**

The Town Clerk reported that no decision notices had been sent by Cherwell District Council which were contrary to the recommendations of the Town Council.

**IT WAS RESOLVED** that the report be noted.

Date of next meeting – **Wednesday 05 November 2025 at 18:30pm**

The meeting ended at **7.15 pm**

Planning Applications to be considered

| Application No | Applicant              | Location                                | Proposal                                                                                                                                                                                                    |
|----------------|------------------------|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/01918/F     | Captain Daniel Trevatt | Crouch Hill Farm Broughton Road Banbury | Change of use of land to residential and erection of single storey granny annexe ancillary to Crouch Hill Farm - Self-Build                                                                                 |
| 25/02509/F     | Clews Trust            | Acanthus House 57 Hightown Road Banbury | Change of Use of existing building into two dwellings and erection of new car port/store. Demolition of existing storage building, removal of trees and erection of two new dwellings with associated works |
| 25/02505/F     | BT PLC                 | Bridge Street, Banbury                  | Installation of 1 no BT Street Hub with 2 no digital internally illuminated display screens and removal of associated existing BT payphone(s)                                                               |

**Planning Applications delegated to the Town Clerk in consultation with the Ward Members and the Chairman of Planning Committee**

| Processed applications - |                                                |                                 |                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------|------------------------------------------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Application No           | Address                                        | Applicant                       | Proposal                                                                                                                                                                                                                                                                                                                                                                                       | Outcome                                                                                                                                                                                                                                                                                                                                                                                 |
| 25/02409/TCA             | 82 Queens Road                                 | Mrs Langley                     | T1 Eucalyptus - Fell, decay in main stem, central dead leader, poor specimen                                                                                                                                                                                                                                                                                                                   | Banbury Town Council has no objections to these tree works                                                                                                                                                                                                                                                                                                                              |
| 25/02339/TCA             | 6 South Street                                 | Mr Leslie Kavanagh              | T1 Cherry -crown reduce this tree evenly by 2.5 metres and crown lift by 500cm.<br>The tree has grown too large for the space and needs to be reduced                                                                                                                                                                                                                                          | Banbury Town Council has no objections to these tree works                                                                                                                                                                                                                                                                                                                              |
| 25/02290/LB              | Barclays, 32 Bridge Street                     | Barclays Bank                   | RETROSPECTIVE - Installation of 3 replacement Fan Coil Units and wall mounted grilles in existing wall panelling. Fan Coil Units fixed to existing BOH ceiling                                                                                                                                                                                                                                 | No objections                                                                                                                                                                                                                                                                                                                                                                           |
| 25/02289/TCA             | 21, Bath Road                                  | Mrs Sophie Mullins              | Front Garden:<br>T1 Maple - Fell - too close to house<br>Rear Garden:<br>T2 Japanese Pagoda - Removal of 1-2 metres of extending limb, deadwood and performing a selective reduction. . This tree is owned by neighbours at no. 23 Bath Road<br>T3 Sycamore - Reduction of branches by 2 metres- blocking light to garden                                                                      | No objections                                                                                                                                                                                                                                                                                                                                                                           |
| 25/02370/TPO             | Acanthus House , 57 Hightown Road              | Clews Architects LTD            | Birch (T1) - removal to ground level, this tree has been in decline for many years. Magnolia and Thuja (G1) - Crown lifting the thuja and magnolia to approximately 3 metres above the footway, and reducing the north side by approximately 1.5 metres to remove overhang over the highway.                                                                                                   | The birch tree is clearly in poor health and hence removal is agreed. Are the works to the other trees really necessary? The magnolia is a fine specimen and significant in the townscape.                                                                                                                                                                                              |
| 25/02404/F               | 28 Buckhurst Close                             | Mr Benjamin Dorney              | RETROSPECTIVE (amended) - Single storey storage shed in rear garden with single door and two small windows - size: 3800mm x 2780mm x 2030mm                                                                                                                                                                                                                                                    | This shed is surprisingly visible and draws attention to itself. On balance it is considered not so intrusive as to warrant a refusal.                                                                                                                                                                                                                                                  |
| 25/02412/F               | 17 Pinhill Road                                | Mr & Mrs Orban & Eva John-Lewis | Erection of a new single storey 15 m2 side extension to form an extended kitchen and utility room                                                                                                                                                                                                                                                                                              | No objections                                                                                                                                                                                                                                                                                                                                                                           |
| 25/02096/F               | 58 Pinhill Road                                | Mr C Hayes                      | Single storey side extension with associated internal and external works                                                                                                                                                                                                                                                                                                                       | No objections                                                                                                                                                                                                                                                                                                                                                                           |
| 25/01850/F               | 32 Broughton Road                              | Elme Property Development LTD   | Two storey rear extension to the existing building                                                                                                                                                                                                                                                                                                                                             | No further comments on this re-consultation                                                                                                                                                                                                                                                                                                                                             |
| 25/02495/TPO             | 5 - 6 Manor Park,                              | Russell Harrison PLC            | T2 - Ash tree has class 3/4 ash die back, tree to be remove to mitigate risk to carpark users.<br>T3 - Ash tree failure at base, partially uprooted, tree propped up in other trees to the east.<br>T6 - Ash tree has class 2/3 ash die back, additionally structural decay to stem with Inonotus hispidus fruiting body present. Tree to be remove to mitigate risk to carpark users.         | The Town Council understands the reason for removal of these ash trees. We would like to see compensatory re-planting                                                                                                                                                                                                                                                                   |
| 25/02520/REN56           | Grimsbury Community Centre, 5 Burchester Place | Cherwell District Council       | Prior approval application for Installation of 20 No. in-line photovoltaic roof panels                                                                                                                                                                                                                                                                                                         | No objections                                                                                                                                                                                                                                                                                                                                                                           |
| 25/02484/LB              | 83 High Street                                 | British Heart Foundation        | Installation of 11no vent bricks to front, rear and side elevations                                                                                                                                                                                                                                                                                                                            | Banbury Town Council's only reservation about this is the use of plastic. Is it not possible to use a terracotta vent? We leave it to your Conservation Officer to advise.                                                                                                                                                                                                              |
| 25/02089/TPO             | 9 Wykham Gardens                               | Mr Gray                         | T1 London Plane - Crown lift to provide statutory clearance of 3m over the pathway and 6m clearance over the road. Reduce side over the neighbouring garden back by 2m. Reduce back eastern side by up to 2m and blend in with crown outline; T2 Yew - Fell to ground level; T3 London Plane - Crown lift to provide statutory clearance of 3m over the pathway and 6m clearance over the road | No objections                                                                                                                                                                                                                                                                                                                                                                           |
| 25/02250/F               | 2 Horton View                                  | Rob Jammaers                    | Erection of a double garage attached to the side of the existing house - height of 3.65 metres                                                                                                                                                                                                                                                                                                 | Object on the grounds that the proposed garage by reason of its size, height, and proximity to Springfield Avenue , together with the consequent loss of hedgerow, will result in an unacceptable form of development in a prominent position which would be detrimental to the character and appearance of the locality and therefore would be contrary to Cherwell Local Plan policy. |
| 25/02478/F               | 12 Browning Road                               | Mr Henari                       | Adaption and improvement works to dwelling inclusive of step free access, with external front and rear landscaping adjustments, new entrance porch, garage conversion, ground floor rear extension, first floor side extension and internal remodelling of the existing dwelling                                                                                                               | No objections to the external appearance of the extensions, but given the neighbour's objections there needs to be a careful assessment of the impact of this proposal from within and around their property to ensure that it does not over-dominate and overshadow to an unacceptable extent.                                                                                         |

Planning Applications where the decision of the Planning Authority is contrary to the observations of the Town Clerk

| Application No<br>And Location | Nature of Application | Observations of the<br>Town Council | Decision of the District Council |
|--------------------------------|-----------------------|-------------------------------------|----------------------------------|
|                                |                       |                                     |                                  |
| NONE                           |                       |                                     |                                  |
|                                |                       |                                     |                                  |