

Banbury Town Council

Mark Hassall ACMA, MA
Town Clerk & RFO



The Town Hall
Bridge Street
Banbury
Oxfordshire
OX16 5QB

Tel: 01295 250340

Our Ref: PL13082025
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 05 August 2025

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 13 AUGUST 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 16 July 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

- (iii) 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,
16 July 2025 at 6.30pm at the Town Hall, Banbury.

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

Alternate attendance:

Officers: Robert Duxbury (Planning Officer)
Helen Durkin (Executive Officer)

PL.28/25 Apologies
None

PL.29/25 Declarations of Interest
Councillors Harwood and Thornhill declared personal interest as a members of the Cherwell District Council Planning Committee.

PL.30/25 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the meeting held on the 11 June 2025 be approved as a correct record and signed by Cllr Beere.

PL.31/25 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.

- **25/01139/F** - Porsche Cars Great Britain Ltd – Land at Stroud Park - Development of a EV charging facility with associated lounge area, soft landscaping and other ancillary facilities
 - **Banbury Town Council support this proposal and make no objections.**
- **25/01462/F** – IRP Holdings Limited c/o London Metric Property Plc – Wickes/Topps Tiles on Southam Road - Demolition of existing frontage, erection of a rear extension and construction of new garden centre at Unit 1 to create a Unit 1(a) (Class E), sub-division of Unit 1 to create Unit 1(b) (Class E/Sui Generis drive thru unit) and retention of Unit 2 (Class E) with associated access, car parking, drainage and landscaping.
 - **Banbury Town Council commented “You may recall that in considering a related application last year 24/01538/F, Banbury Town Council expressed their concern about the impact of further unrestricted retail floorspace in out of centre locations upon the vitality and viability of the town centre, and they sought CDC’S assurance that this will be carefully and fully assessed by independent experts that you instruct. We note that subsequently CDC approved that application. We remain concerned about the impact of this proposal, but in light of your previous decision, we raise no objections”.**

- **25/01526_527/F** – Patrick Bradshaw – 44 Market Place - Conversion of upper floors of 44 Market Place to two self-contained flats.
 - **Banbury Town Council raise no objections to the proposals.**
- **25/01653/F** – Elme Property Development Ltd - Change of Use from C3 dwelling to Sui Generis large HMO.
 - **Banbury Town Council object to the proposal on the grounds that the application provides insufficient information to enable full assessment of accommodation intended. In the absence of such information it can only be assumed that the private facilities for seven residents would be insufficient and substandard. Furthermore the level of occupation and consequent activity in and around the property is likely to be detrimental to the amenity and quiet enjoyment of surrounding houses.**

❖ **Councillor Thornhill excused herself from the meeting declaring a personal interest in the following application;**

- **25/01545/F** – Manor Oak Homes and Mr and Mrs Donger – Land at Hanwell Fields - Outline planning application for up to 150 dwellings and associated open space with All Matters Reserved other than access
 - **Banbury Town Council object to this development as being premature pending the outcome of the emerging Cherwell Local Plan 2021-2042. By reason of its scale and siting beyond the built-up limits of the settlement, and within the countryside, the proposal would result in development of a greenfield site that contributes to the rural character of the approach into Banbury and is important in preserving the character of this edge of Banbury and would be unduly prominent in the landscape. This concern is considered to outweigh any tilted balance that would exist if the land supply were deemed to be insufficient after the outcome of the Local Plan examination and inspectors report. The proposal is therefore considered to be unacceptable in principle and contrary to Policies ESD15 of the Cherwell Local Plan 2011-2031 Part 1, Saved Policy C33 of the Cherwell Local Plan 1996, and Government guidance contained within the National Planning Policy Framework.**

PL.32/25

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.33/25

Decision Notices

The Town Clerk had submitted a schedule containing details of decision notices which had been sent by Cherwell District Council which were contrary to the recommendations of the Town Council.

- **24/00960/F** – Temporary permission to allow the use of the existing Grundon's lorry parking by the third party, including an installation of a temporary cabin unit and an erection of a temporary security fencing around the lorry parking area

- **Decision of District Council - Approved without time limits. The case officer did not share our concerns about early morning noise nuisance.**

IT WAS RESOLVED that the report be noted.

Date of next meeting – **Wednesday 13 August 2025 at 18:30pm**

The meeting ended at **7.25 pm**

Planning Applications to be considered

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Application No	Applicant	Location	Proposal
24/03213/REM	Minster Property Group	Deerfields Farm, Canal Lane, Bodicote	Reserved matters application to 19/02350/OUT - Appearance, landscaping, layout and scale. AMENDED PLANS
24/03220/F	Mr R Firoozan	24-26 Broughton Road, Banbury	Demolition of existing residential building and associated outbuildings, with the erection of 4 townhouses AMENDED PLANS
R3/0062/25	Oxfordshire County Council	Tramway Road, Station Approach, Windsor Street and Bridge Street, Banbury	Section 73 application to continue the development permitted by planning permission R3.0001/22 (District Council reference 22/00146/OCC) (Highways accessibility and public realm improvement works to the forecourt, car park, roads and junctions around Banbury Rail Station comprising: Extending the northern end of Tramway Road to provide a connection to Station Approach Road via a compact roundabout; Providing a pedestrian, cycle, bus and taxi only connection between the station forecourt and Tramway Road; Providing a new footway and cycleway from Tramway Road to the station forecourt that includes pedestrian crossings; Prohibiting general vehicular access to the station surface car park and eastern end of Station Approach from Bridge Street; Providing a new vehicle access to the station surface car park from Station Approach Road via Tramway Road; Providing relocated and new vehicle accesses to adjacent commercial buildings and depot off Tramway Road and Station Approach Road; Re-configuration of car parking, including drop off bays at Banbury Rail Station with new service area to the east of the station building; Providing an additional passenger drop off and collection facility on Tramway Road; Providing new bus stops and cycle shelters including cycle ramp access at the station forecourt; Providing new and improved lighting of the station forecourt and the connection between Tramway Road and the station; and New landscaping and associated works) without complying with conditions 1 (to amend approved drawings), condition 6 (to approve reference to landscape plan), condition 7 (to approve surface water drainage) and condition 8 (to amend surfacing) at Tramway Road, Station Approach, Windsor Street and Bridge Street, Banbury

Please note that following the consideration of delegated planning by the Town Clerk and Chairman, there may be additional plans to consider in order to meet the deadlines of the Planning Authority.

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
25/01307/F	19 Harrowby Road	Mr Steve Pearson	Replacement of uPVC porch with a flat roof block-built porch	Banbury Town Council consider that the proposal is inelegant but recognises that a refusal could probably not be substantiated
25/01033/F	6 Lawrence Close	Mr Karl Mitson	Installation of an air source heat pump	No objections
25/01546/TCA	39, Bath Road	Suzanne Wilson	T1 x Twisted willow Fell- as it is 8m form the house T2 x Holly Fell as pushing on the wall	If you consider these tree works are necessary then Banbury Town Council have no objections
25/01671/LB	54 South Bar Street	SE Solicitors	Removal of existing conservatory down to dwarf walls (54 South Bar), internal ground floor glazed partition to form new office (54 South Bar), removal of modern stud wall to create meeting room (54 South Bar), replace timber fire door – like-for-like (55 South Bar) and rebuild external chimney (52-53 South Bar)	No objections
25/01569/TCA	Car Park, West Court, 45 West Street	Flora-tec Ltd	T1 Lawson Cypress - Reduce height by 4m - Lifting the tarmac of 3rd party driveway. May cause structural issues to adjacent buildings in the future. T2 Amelanchier - Reduce upper crown to north east to give 1m clearance to lamp post - Minor dieback within upper crown and the upper crown to north east encroaches lamp post. T3 Japanese Maple - Reduce crown to east laterally to give 2m clearance to building as it encroaches building. G1 Laurel - Maintain pruning to keep clear of parking space - previously pruned away from the parking spaces	No objections
25/01053/F amended plans	7 Marjoram Walk	Benjamin Whitehead	Alterations to and conversion of garage to create home office and utility room	Banbury Town Council agree with OCC in raising no objections
25/00851/F amended plans	49 Manor Road	Mr Amir Liaqat	Single storey rear extension, conversion of roof space to habitable accommodation, demolition of part of garage and re-build to form part garage and part annexe for elderly parents	Our previous grounds of objection 2 and 3 remain (aagainst the rear dormer and use of garage as ancillary accommodation).
25/01681/F	The Banbury House Hotel, 23-31 Oxford Road	Banbury House Hotel Limited	Continued siting of two storage containers to rear of hotel - Retrospective	No objection to the containers being put onto a one year renewable consent, renewable for a max of two occasions. If such storage is required longer term there are many self-storage facilities that could be used.
25/01702/ADV	23-24 Castle Quay	Miss Marina Alleyne	Erection of one internally illuminated and one non-illuminated replacement fascia signs	No objections
25/01759/F	Mona Uk Two, Swan Close Road,	Mr. Nagpal	Change of external materials, partial change of roof and internal alterations	Object on the grounds that this building is within the Banbury Conservation Area. Changing the Swan Close Road frontage from brick with blocked door and window openings to continuous steel cladding will fundamentally affect the appearance of this heritage building. Whilst the brickwork is clearly in need of repair this major change would be detrimental to the character and appearance of the Conservation Area. and should be resisted. The roadside roof is also of a unique design and should be retained in shape. This is unlikely to be able to be done in steel claddingand again the change should be resisted.
25/00717/F - amended	240 Broughton Road	Mr Muhammad Akhtar	Change of Use of grass verge and formation of means of access and associated dropped kerb along with creation of new hardstanding	Comment that we note that the County Council have withdrawn their objection. However the tracking information upon which they base their revised view has not been uploaded to the public access system and we are unable to view it. In these circumstances we wish to retain our objection as it would still appear to the Town Council to be detrimental to highway safety to introduce a further access at this point.

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

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Application No And Location	Nature of Application	Observations of the Town Council	Decision of the District Council
24/02964/F Ground Floor, 10 High Street Banbury	Conversion of rear of ground floor commercial unit to form an additional dwelling.	The ground floor flat will be in a small dark courtyard which will create a substandard unit of accommodation with poor light levels and consequent low level of amenity.	Approved. "While there are concerns regarding the living conditions for future occupiers of the proposed flat, and the concerns of the town council and the Council's Housing Standards team are noted, it is considered on fine balance that there are benefits to outweigh this harm and that, as such, the proposal's impact on residential amenity is considered to be acceptable.
25/00752/F 2 Church View, Banbury	Conversion of existing dwelling to form two dwellings.	Banbury Town Council object to this proposal on the grounds that the development impacts upon the neighbours. We understand that the extensions may be beyond permitted development tolerances. Therefore the substandard appearance and over-domination of the development can also be taken into account, and these matters add to the level of harm caused by the over-development of the site and possible on-street car parking, and all these considerations justify refusal of the application. If we are wrong about the "permitted development" matter, we still consider that the over-development and parking justify refusal in any event.	Approved. Banbury Town Council object to this proposal on the grounds that the development impacts upon the neighbours. We understand that the extensions may be beyond permitted development tolerances. Therefore the substandard appearance and over-domination of the development can also be taken into account, and these matters add to the level of harm caused by the over-development of the site and possible on-street car parking, and all these considerations justify refusal of the application. If we are wrong about the "permitted development" matter we still consider that the over- development and parking justify refusal in any event.