

Banbury Town Council

Mark Hassall ACMA, MA
Town Clerk & RFO



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Tel: 01295 250340

Our Ref: PL14012026
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 05 January 2026

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 14 JANUARY 2026 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 10 December 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,
10 December 2025 at 6.30pm at the Town Hall, Banbury.

Present: Councillor Beere (Chairman)
Councillors: Harwood, Thornhill and Tohill-Martin

Alternate attendance: Councillor Mears for Councillor Dhesi
Councillor Hussain for Councillor Woodward

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

PL.58/25 Apologies
Councillors Dhesi & Woodward

PL.59/25 Declarations of Interest
Councillors Harwood and Thornhill declared personal interest as a member of the Cherwell District Council Planning Committee.

PL.60/25 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the meeting held on the 05 November 2025 be approved as a correct record and signed by Cllr Beere.

PL.61/25 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.

- **25/02595/F - Ms Shofia Mumtaz** - 28 Orchard Way, Banbury - Erection of two bedroom dwelling to north of 28 Orchard Way - Self Build.
 - **Banbury Town Council – No objections.**
- **25/02747/F – Mr David Watt** - 21 Horse Fair, Banbury - Change of Use of Commercial Office Space (Use Class E) to 9 x Residential Apartments (Use Class C3); internal alterations to buildings to facilitate the changes of use; provision of ancillary amenity area and associated works.
 - **Banbury Town Council – No objections**
- **25/02862/F – Bloor Homes Western** - Parcel of land south of Bailey Road, Adjacent To Wilson Road, Banbury - Full planning application for 9 no. residential dwellings, pedestrian and vehicular access, landscaping and associated infrastructure.
 - **Banbury Town Council - No objections to the application, but propose that this site could and should provide the usual affordable housing provision.**
- **25/02863/OUT – Kier Group** - Part Of Os Parcels 1864 And 3655 South West Of Milestone Farm, Broughton Road, Banbury - Outline application for the development of up to 76 dwellings, green and blue infrastructure, open space and associated works, with All Matters Reserved apart from access.

- **Banbury Town Council - Objects to the application on the grounds that the development proposed is in open countryside beyond the built up limits of Banbury, and is 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.**
Should the planning authority disagree with this position, it should be noted that BTC raise objections to the proposal on landscape impact grounds. It also considers that if the scheme were to be approved, adequate pedestrian facilities should be provided along the Broughton Road to connect to the existing provision and to provide safe walking to the Salt Way route.
- **25/02998/F – E5 Commercial (Higham Way) Ltd - Land North Of Grundon, Merton Street, Banbury - Commercial development (Use Classes B8, e.g. (i), e.g. (ii) and e.g. (iii)) along with car parking/yard areas and all associated development.**
- **Banbury Town Council - Object on the grounds that this proposal will have an unacceptable impact upon the living environment of the adjacent flats, by reason of the scale and siting of those proposed units relative to those existing flats, causing a loss of outlook and a loss of residential amenity. Furthermore we believe that the proposal will cause further loss of amenity due to the likely level of activity within the yard area between the commercial buildings and the general noise thereof, which is partly unscreened and will be consequently be funnelled between the buildings and towards the residential properties nearby. We continue to consider that the future of this site should be established by the consideration at inquiry of the emerging Local Plan, and should the land use be agreed in that document, then a less harmful scheme could be devised siting the proposed buildings differently and further away from the existing dwellings.**

PL.62/25 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.63/25 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.

➤ **NONE**

Date of next meeting – **Wednesday 14 January 2026 at 18:30pm**

The meeting ended at **7.31 pm**

Planning Applications to be considered

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Application No	Applicant	Location	Proposal
25/03139/F	Stepper Point	Dashwood Apartments, Dashwood Road, Banbury	Change of Use from serviced apartments (Use Class C1) to their original use (Use Class C3) and as specialist supported accommodation
25/03180/REM	Persimmon Homes South Midlands	OS Parcel 5257, East Of Bloxham Road, Banbury	Application for approval of Reserved Matters relating to layout, scale, appearance and landscaping for the construction of 165 dwellings (Phase 3), associated works and infrastructure pursuant to the outline planning permission 14/01932/OUT
25/03182/F	AMP Clean Energy	Grass verge at Ruscote Avenue, Banbury	Construction and operation of a micro energy storage project

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
25/02857/LB	Whateley Hall Hotel, 17-19 Horse Fair	Whately Hall Hotel	Internal alterations to existing meeting room to form two additional hotel bedrooms	No objections
25/02589/LB	Whateley Hall Hotel, 17-19 Horse Fair	Whately Hall Hotel	Internal alterations to existing meeting room to form 7 additional hotel bedrooms	No objections to the internal works. Whilst recognising that these applications are only required for Listed Building Consent, we query whether the nine rooms formed by the two applications are going to have adequate car parking provision.
25/02761/CLUE	21 Prospect Road	Mr Mark Walters	The proposal seeks to confirm the lawfulness of the existing Use of 21 Prospect Road as an HMO	We have no information that would contradict the evidence submitted by the applicant
25/02819/ADV	Unit 3, Longford Park Phase 2 Longford Park Road	HDD Banbury Ltd and DP Realty Ltd	Internal digital display screen, internally illuminated fascia sign and internally illuminated projecting sign	No objections
25/02894/F	29 Margaret Close	Ms Marie Gabriela Barbarie	Demolition of outbuilding and rebuilding for home business of Beauty Salon/Class E.	We are unsure how long this business has been in operation; there seems to have been no permission granted previously. Has it operated without complaint? The new building would be somewhat larger and may have a greater impact upon the neighbours
25/02847/TCA	56B Centre Street	IG Environmental Services	Olive tree: Remove	No objections
25/02944/F	45 Easington Road	Mr Charlie Hill	Extension to existing means of access and associated dropped kerb	Although this will reduce on-street car parking we have no objections to this proposal.
25/02910/F	136 Bloxham Road	Mr S James	RETROSPECTIVE - Erection of a garden wall/gates	No objections
25/02902/F	11-12 Banbury Cross Retail Park, Lockheed Close	M7 BOX+ II Banbury Cross Ltd	Creation of additional floorspace at mezzanine level and an expansion of the permitted retail use of the existing floorspace to allow the sale of wider range of goods (Class E)	Whilst noting that significant parts of this unit already have the ability to sell some toys, this new use would be materially different in business model and planning use, hence the need for the application. In our opinion the re-use of large format town centre units at Castle Quay has been dismissed too lightly, A use of the type proposed would be ideally located in the town centre, and with adaption of the unit and flexibility from the proposed tenant Castle Quay would be a sequentially preferable site for this use
25/02659/F	15 Albert Street	Mr S Fernando	Rear extension with associated internal and external works	Although this is difficult to assess without the opportunity to undertake a site visit, it would appear from plan that this large extension may have a detrimental impact upon the adjoining residential property by reason of over-domination and overshadowing.
25/03013/TPO	9 Foscoote Rise	Miss Anya Dunlop	T1 (Oak) - Crown/Tip Reduction of 2m on areas of Oak in closest proximity to house and neighbouring property. Branches have grown close to the buildings, roof & windows are blocking out light	No objections
25/02680/F	36 Nuffield Drive	Miss Michelle Aries	Extension to existing means of access and associated dropped kerb to facilitate off-street parking for two (possibly three) vehicles	No objections
25/03010/F	6 Canterbury Close	Mr and Mrs S Bannister	First floor side, single storey rear extension with associated internal and external works	No objections
25/03031/ADV	Unit 14 (Formerly Mountain Warehouse), Banbury Gateway, Acorn Way	Skechers USA Ltd	Replacement signage to main facade and to signage bed in front of facade, facing Acorn Way	No objections
25/02980/F	10 Tudor Close	Mr R. Claydon-Wotherspoon	Single storey front and rear extensions with associated internal and external works	No objections
25/03089/F	13 Gatteridge Street	Mr and Mrs A Khattak	Variation of Condition 2 (plans) of 23/00912/F - amended plans	No objections

Processed applications -				
Application No	Address	Applicant	Proposal	Outcome
25/03021/F	95 Grange Road,	Mr Steve Hirons	Single storey rear extension	No objections
25/03145/TCA	Friends Meeting House, Horse Fair	Mrs Baxter	T1 Ash - Fell heavy leaning tree. Poor form.	No objections
25/03173/TPO	Land to the rear of 4 Buckhurst Close	Mrs Carol Brooks	T20 (Walnut) - remove 4 lower branches from garden	Providing this is acceptable in terms of the health of the tree we have no objections
25/03202/F	43 Centre Street	Brindley	Single storey rear extension	No objections

Planning Applications where the decision of the Planning Authority is contrary to the observations of the Town Clerk**6**

Application No And Location	Nature of Application	Observations of the Town Council	Decision of the District Council
25/02366/F	Conversion of the two existing semi-detached dwellings into a single family dwelling. Two storey rear extensions to both 326 and 328 Bretch Hill.	Banbury Town Council raised concern about the adequacy of parking that could be provided for a six-bedroomed house. We suggested that the cul-desac can be busy with parked cars and queried whether more off-street provision may be necessary.	Approved.CDC considered that the proposal would not lead to any serious highway implications in this instance and the proposal was therefore considered acceptable in relation to highway safety and parking provision.
25/01205/F	Change of Use to HMO and basement extension with associated internal and external works	Objects to this proposal on the grounds that the application has insufficient information on the provision of bathroom facilities to judge whether the conversion will produce satisfactory accommodation. Furthermore The Town Council is also concerned about the level of usage and activity in this location, with the possible adding of further residents and that the proposal will be detrimental to the character and appearance of the Conservation Area. Finally, the Town Council consider that CDC should request detailed construction information about the formation of the enlarged basement, to ensure the structural stability of the house and adjoining properties.	Approved by CDC It was considered that the character of the use for a 6 bedroom, 8-9 person HMO is not so significantly different in this particular instance so as to warrant objection on this basis, and now that the basement has amended to a communal living/dining room no objections have been received from the Council's Housing Standards team e.g. in respect of room sizes which are considered acceptable in this instance. Overall, it is considered that the principle of converting the existing dwelling on this site to an HMO is acceptable. However, the overall acceptability of the proposed development in this case is also clearly dependent on it not causing demonstrable harm to the visual amenities of the locality, residential amenities, or highways safety