

Banbury Town Council

Mark Hassall ACMA, MA
Town Clerk & RFO



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Our Ref: PL25022026
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 16 February 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 25 FEBRUARY 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 (helen.durkin@banbury.gov.uk).

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 14 January 2026.
(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,
14 January 2026 at 6.30pm at the Town Hall, Banbury.

Present: Councillor Beere (Chairman) Woodward (Vice Chairman)
Councillors: Dhesi, Harwood and Thornhill.

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

PL.1/26

Apologies

Councillor Tohill-Martin

PL.2/26

Declarations of Interest

Councillors Harwood and Thornhill declared a personal interest as members of the Cherwell District Council Planning Committee.

PL.3/26

Minutes of the Last Meeting

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

PL.4/26

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.

- **25/03139/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.
 - **Banbury Town Council – Banbury Town Council support the provision of this needed from of accommodation and raise no objections**
- **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.
 - **Banbury Town Council – Banbury Town Council raise no objections to this proposal.**
- **25/03182/F – AMP Clean Energy** - Grass verge at Ruscote Avenue, Banbury - Construction and operation of a micro energy storage project.
 - **Banbury Town Council – Object on the grounds that this proposal will be highly visible alongside this busy distributor road, and will have an unacceptable impact upon the visual amenities of the area and upon the residential amenities of the adjacent houses. Whereas in considering a similar proposal in Middleton Road in July 2025, no objections were raised to the visual and amenity impact in a commercial area, the Town Council believe that in this case there must be less obtrusive and harmful locations than this proposed in Ruscote Avenue.**

PL.5/26

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.6/26

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.

IT WAS RESOLVED that the report be noted.

Date of next meeting – **Wednesday 25 February 2026 at 18:30pm**

The meeting ended at **7.20pm**

Planning Applications to be considered

Application No	Applicant	Location	Proposal
25/03323/F	Mr Afzal Ch	14 and 15 High Street, Banbury	Alterations to ground floor and conversion of upper floor accommodation to three apartments; new entrance door to shop frontage to serve the first floor residential apartments - re-submission of 22/01527/F.
25/03342/REM	Tilia Homes	Land Opposite Hanwell Fields Recreation, Adj To Dukes Meadow Drive, Banbury	Reserved Matters application (appearance, landscaping, layout and scale) pursuant to 24/02514/OUT for the erection of 113 dwellings.
25/03351/F	Ravrani Group Limited	The Malthouse, 25-26 Bridge Street, Banbury	Conversion of the first and second floors from office (Use Class B1a) to nine self-contained residential (Use Class C3) Units, insertion of a first floor window and new slate tiles to the roof (resubmission of planning approval ref: 20/03228/F).

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
25/03238/F	Horton General Hospital, Oxford Road	Oxford University NHS Foundation Trust	Alterations to existing hospital building to raise, insulate, and re-lay roof with new corrugated metal panelling, resulting in raised ridge height. Includes part-retrospective element relating to portion of roof already raised and replaced.	No objections
25/03092/F	19 High Acres	Mrs Megan Crook	RETROSPECTIVE - Demolition and re-build of front porch.	No objections
25/01892/F Reconsultation	38 Hart Close	Mr Paul Spyker	Two storey side extension along with the conversion and extension to existing double garage creating a day room and spare bedroom.	The revised plans show a marginal improvement but are still considered to be overly large and complex, and would be harmful to the residential amenities of nearby properties and to the appearance of the locality.
25/03316/F	18 Grange Road	Mrs Nicky Swadling	Construction of new hipped roof entrance porch to front elevation, and new part two storey rear extension consisting of garden room and first floor bedroom with new hipped roof.	No objections
25/03315/ADV	Unit 13, Banbury Gateway, Acorn Way	Miss Emily Nedergaard	2 No. fascia signs.	No objections
25/03309/F	Friends Meeting House, Horse Fair	Banbury and Evesham Area Quaker Meeting Charities	Replacement of 6no south facing sash windows on the Large Meeting Room and replacement of 3no south facing windows on the Small Meeting Room.	Subject to the comments of the Conservation Officer these replacement windows seem acceptable to the Town Council.
25/03258/F	Flat 6, Octavia House, 8 Dashwood Road	Humphris Banbury Limited	Demolition of existing external stairs to front entrance, construction of two new stairs.	No objections
25/02000/REM	Land West Adj To Salt Way And West Of, Bloxham Road,	Lagan Homes Ltd	Reserved Matters application to 22/03868/OUT (APP/C3105/W/24/3339370) (Development of up to 60 homes including open space provision, parking, landscaping, drainage and associated works) - Access, appearance, landscaping, layout and scale and Discharge of Conditions 1 (Reserved Matters), 2 (Reserved Matters), 4 (development parameters), 10 (access and movement strategy), 11 (means of access), 12 (pedestrian and cycle access), 13 (ground investigation), 14 (drainage strategy), 17 (energy statement) and 18 (fibre optic cable strategy).	At their meeting on 15 October the Planning Committee of Banbury Town Council resolved to object to this application, on the grounds that construction access via the existing development to the north is unacceptable and will be hazardous to road safety, and detrimental to the amenities of residents along the intended route. It is suggested that a direct route to the A361 be required. The revised application does not seem to address this issue and therefore our objection remains. It was also noted that OCC have other concerns about access and parking matters – Banbury Town Council supported these concerns. We are not aware that these matters have been satisfactorily addressed.
25/02997/F	7 South Parade	Joane Daniels	Addition of roof windows to front roof slope and box dormer to rear to facilitate loft conversion to include bedroom with en-suite.	No objections
25/02781/F	26 Buckhurst Close	Ms Emma Davis	RETROSPECTIVE - Erection of an outbuilding.	No objections
25/02829/F	Whately Hall Hotel, 17-19 Horse Fair	Whately Hall Hotel	Erection of a display board on a concrete base.	No objections
26/00117/TCA	38 North Street	Mr Eagle	T1 - Sycamore - Crown reduction reducing back to previous points.	Banbury Town Council have no objection to these tree works
26/00053/F	130 Sinclair Avenue	Mrs Rosie Burke	Single storey rear extension with internal alterations and a single storey side extension.	No objections
26/00078/LB	BARCLAYS, 32 Bridge Street	Barclays Bank	Internal re-model of retail banking hall and replacement ATM.	No objections
26/00082/ADV	BARCLAYS, 32 Bridge Street	Barclays Bank	2 No internally illuminated replacement fascia signs, 1 No internally illuminated replacement projecting sign, new ATM shroud and internal marketing graphic holders.	No objections

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

Application No And Location	Nature of Application	Observations of the Town Council	Decision of the District Council
25/02081/F at 1 Heathcote Avenue.	Demolition of part garage and erection of single storey extensions to side and rear and addition of box dormer to side roof slope.	The scale and the size of the two storey extension, and its proximity to the road, will be detrimental to the openness and character of this residential area and harmful to the amenities of nearby properties and therefore contrary to Cherwell Local Plan policies.	Having regard to its scale and siting, the proposed single storey extensions would not adversely affect the amenities of any neighbouring residents, either through loss of light, privacy or outlook or through an imposing or overbearing form of development. The rear extension would have a similar impact to the rear extension at no. 2 Heathcote Avenue. The sitting room of the proposed southwest extension would face Elton Road and the existing hedge along Elton Road should be retained to ensure a continued pleasant outlook. The proposed dormer would have some impact on the amenities of no. 2 Heathcote Avenue. The dormer requires planning permission because it includes upper floor side facing windows (and if clear glazed the windows would not conform to the conditions of the General Permitted Development Order). If clear glazed it is considered that these windows would cause overlooking and loss of privacy to the occupiers of no. 2 Heathcote Avenue. It is noted that these windows are not the primary or only windows serving the upper floor rooms i.e. those rooms are served by other (front and rear-facing) windows. It is therefore considered reasonable and necessary to impose a condition that these windows be obscure glazed and fixed shut, or with a high-level opening (above 1.7m of the finished floor level). Approved.
25/02505/F at Opposite 52 Bridge Street, Banbury.	Installation of 1no BT Street Hub with 2no digital internally illuminated display screens and removal of associated existing BT payphone(s).	The Town Council's Planning Committee resolved to raise no objections to the proposed hub. However, the Committee expressed concern about the proposal set out on page 4 of the Planning Design and Access Statement to remove existing BT telephone boxes at Horse Fair and West Bar Street. It is considered that the new street hub will not be an adequate replacement for these boxes which are some distance away and are likely to serve a different set of users. They raise no objections to the loss of the West Bar Street telephone box, but consider that the retention of the Horse Fair box is essential given its proximity to a defibrillator. unless this telephone box is replaced by a second Hub at this location as well.	While the provision of modern telecommunications infrastructure can contribute to sustainable development, this proposal would result in unjustified less than substantial harm to the setting of listed buildings and the character and appearance of Banbury Conservation Area, contrary to the development plan and national policy set out at section 7 in this report. The limited and non-site-specific public benefits advanced do not outweigh this harm, and, furthermore, the proposal would contribute to visual clutter and pedestrian obstruction within a sensitive historic streetscape. Application Refused.
25/02902/F at 11-12 Banbury Cross Retail Park, Lockheed Close, Banbury.	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.	The generally large scale of goods is not a significant change to the overall use but would allow Smyths Toys to operate from the unit and bring two currently vacant retail units back to use. The proposal is in line with Policy SLE2 of CLP 2015 and Chapter 7 of the NPPF.