

# Banbury Town Council

Mark Hassall ACMA, MA  
Town Clerk & RFO



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Our Ref: PL25032026  
Please ask for: Helen Durkin  
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Date: 16 March 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 MARCH 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](mailto: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 25 February 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,  
**25 February 2026 at 6.30pm** at the Town Hall, Banbury.

Present: Councillor Beere (Chairman) Woodward (Vice Chairman)  
Councillors: Brant (Observer), Dhesi and Tohill-Martin.

Alternates: Cllr Mears for Cllr Thornhill  
Cllr Okeke for Cllr Harwood

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

**PL.7/26 Apologies**  
Cllr Harwood, Cllr Thornhill

**PL.8/26 Declarations of Interest**  
None

**PL.9/26 Minutes of the Last Meeting**  
**IT WAS RESOLVED** that the Minutes of the meeting held on the 14 January 2026 be approved as a correct record and signed by Councillor Beere.

**PL.10/26 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.

- **25/03323/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.
  - **Banbury Town Council – We note the Building Control Officers comments on the bin storage arrangements and are similarly concerned, Banbury Town Council raise no objections, subject to the satisfactory resolution of the bin storage issue.**
- **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.
  - **Banbury Town Council – raise no objections to these reserved matters, but with one exception. They note the apparent lack of pedestrian connections between this development and Dukes Meadow Drive, and the lack of such connections to adjacent developments. This omission will cause unauthorised rough connections to be made and/or lengthy walk distances for residents in the cul-de-sacs. The scheme should be amended to improve this matter.**

- **25/03351/F – Ravrani Group Ltd** - 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).

- **Banbury Town Council – No objections raised.**

**PL.11/26**

**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.12/26**

**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 March 2026 at 18:30pm**

The meeting ended at **7.15pm**

Planning Applications to be considered

| Application No | Applicant                     | Location                           | Proposal                                                                                                                                                                  |
|----------------|-------------------------------|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 26/00270/F     | Mr Amar Panesar               | 78 Balmoral Avenue                 | Erection of a two bedroomed dwelling.                                                                                                                                     |
| 26/00356/F     | KMW Group                     | 50-51 Broad Street                 | Change of Use of upper floor accommodation to create 2no residential apartments. Installation of entrance door to front elevation and replacement of first floor windows. |
| 26/00392/F     | Mr David & Mrs Caroline Ewles | Garage at 2 The Limes, Oxford Road | Demolish garage and erection of detached dwelling.                                                                                                                        |
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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                                                                                                                                                                                                                                                                                                                                                                        |
| 26/00157/TCA             | Horton General Hospital, Oxford Road                  | Mr Chris Eades - NHS Foundation | Minor tree works                                                                                                                                                  | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00168/TCA             | Upton Court 19A, Crouch Street                        | Upton Court Residents           | Amelanchier (T1) - Crown reduction by approximately 1.5 metres in height.<br>Eucalyptus (T2) - Crown reduction by approximately 1.5 metres in height,             | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00216/TCA             | 4 Crouch Street                                       | Mrs Alison Thomson              | T1 - Cherry - Reduce by 2.5 metres to older points, remove crossing branches                                                                                      | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00048/F               | 17 North Bar Street                                   | Manning Developments Limited    | RETROSPECTIVE - Change of Use from Office Use to Class E; installation of air conditioning unit to the rear of the property                                       | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00187/F               | 24 Nursery Drive                                      | Mr Martin Anderson              | Demolition of existing sun room to the rear elevation and the erection of a new sunroom on an enlarged footprint                                                  | The Town Council has some concern about the additional length of the sunroom extension on the south side of the adjacent house. It may cause further overshadowing and over domination to the detriment of the residential amenity of that property                                                                                                                            |
| 26/00146/F               | Unit 17 Banbury Gateway, Acorn Way                    | The Crown Estate                | Change of Use from Class E(a) (Retail) to Class E(b) (sale of food and drink for consumption (mostly) on the premises)                                            | The Town Council recognise that the previous long-standing unauthorised use must be taken into account, but we are concerned that the increased food and beverage offer at this out of centre retail site could have a further detrimental affect upon the town centre. Restricting such floorspace may encourage users to seek out alternative facilities in the town centre. |
| 26/00170/F               | Unit 1, Walker Road                                   | InPost UK                       | RETROSPECTIVE application for siting InPost Parcel Locker                                                                                                         | Whilst supporting the principle of having a facility of this type in this general location, we have some concern about the resulting narrowing of the footway provision. This may result in passing pedestrians needing to step into landscaping or parking areas to the detriment of amenity and safety of the area.                                                          |
| 26/00165/MA56            | Wellness And Vitality Chiropractice, 33 Crouch Street | Dr Kerry Sissins                | Prior Approval for Change of Use of chiropractor premises (Use Class E) to single dwelling (Use Class C3)                                                         | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00156/TPO             | Horton General Hospital, Oxford Road                  | NHS Foundation                  | T1 - Redwood - Crown raise to 4 meters building side co clear building by 2 meters. Remove epicormic.<br>T5 - Yew - Crown raise to 3 metres to clear parking area | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00263/F               | 52 Wood End                                           | Mr Mark Wood                    | Single storey infill side/rear extension. Two existing rear roof dormers combined into single roof dormer                                                         | The Town Council have no objections to the siting and scale of the extension , but the proposed double dormer is considered to be ugly and should be reconsidered.                                                                                                                                                                                                             |
| 26/00279/F               | 16 Hazeldene Gardens                                  | Mrs Louise Mouat                | Erection of a single storey rear and side link extension                                                                                                          | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00290/ADV             | Ev Charging Facility, Ermont Way                      | Porsche Cars Great Britain Ltd  | Totem Signage and Wall Mounted Signage for Charging Lounge                                                                                                        | These signs are considered to be appropriately discreet and therefore we have no objections                                                                                                                                                                                                                                                                                    |
| 26/00276/F               | 3 Wood View                                           | Benjamin Morrell                | Two storey side extension with insertion of window and door to existing rear elevation                                                                            | No objections                                                                                                                                                                                                                                                                                                                                                                  |
| 26/00348/F               | 35 Hightown Road                                      | Mr K Sall                       | Rear, part side extension with associated internal and external works                                                                                             | Careful assessment on site needed. This is close to, if not over, the maximum acceptable size for an extension and may impact upon the neighbours' amenity                                                                                                                                                                                                                     |
| 26/00376/F               | 45 Queens Road,                                       | Mr N and Mrs A Breakspear       | Single storey and first floor extensions                                                                                                                          | Careful assessment on site needed to establish whether a two storey extension will have a detrimental impact upon the amenity of the adjacent house.                                                                                                                                                                                                                           |
| 26/00371/F               | 13 Trinity Close                                      | Mr Madhur Chandorkar            | Addition of dormer to roof to facilitate conversion of loft space to habitable accommodation                                                                      | Object on the grounds that the proposed loft conversion with an ugly flat-roofed and over-sized dormer extension would appear unduly prominent and unsightly when viewed from the public road to the rear of the property. The proposal are not in keeping with the character and appearance of neighbouring properties and should be resisted in our opinion.                 |

| Processed applications - |                                                           |                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------|-----------------------------------------------------------|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Application No           | Address                                                   | Applicant                         | Proposal                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Outcome                                                                                                                                                                                                                                                                                                                                                        |
| 26/00104/ADV             | Hartwell Ford, Southam Road                               | Hartwell PLC                      | Illuminated signage                                                                                                                                                                                                                                                                                                                                                                                                                                                      | No objections                                                                                                                                                                                                                                                                                                                                                  |
| 26/00015/F               | Treetops , 28 Dashwood Road                               | Marshall Oakwood Developments Ltd | Removal of part of front boundary wall and extension of existing dropped kerb                                                                                                                                                                                                                                                                                                                                                                                            | Object on the grounds that it is unfortunate to see further loss of front wall at this prominent position.                                                                                                                                                                                                                                                     |
| 26/00353/F               | Blessed George Napier Roman Catholic School, Addison Road | Blessed George Napier School      | Variation of Condition 10 (SUDS surface water sustainable drainage) of 20/02745/F - limited photographic evidence of the installation of the site SUDS, all evidence available submitted as part of the application; Removal of Conditions 6 (Saltway path link) and 13 (grass pitch) of 20/02745/F - completion of these works is beyond the control of the school development, beyond the school boundary and linked with the housing development south of the Saltway | Banbury Town Council will rely upon CDC and its advisers to establish whether the drainage works set out are adequate.<br>No evidence of the inability to comply with conditions 6 and 13 have been submitted . The link to Saltway and the additional pitch for the school were seen as necessary and related to the development and should be insisted upon. |
| 26/00481/TCA             | 12-14, West Bar Street                                    | Mr Lee Davis                      | T1 Bay - trim back branches by 1-1.5 metres                                                                                                                                                                                                                                                                                                                                                                                                                              | Banbury Town Council have no objections to sensitive trimming to allow the approved extension                                                                                                                                                                                                                                                                  |
| 26/00230/F               | 9 Wykham Place                                            | Mr Sanjay Kasim                   | Extension of existing dropped kerb to facilitate off-street parking                                                                                                                                                                                                                                                                                                                                                                                                      | No objections                                                                                                                                                                                                                                                                                                                                                  |
| 26/00391/F               | 53 Brinkburn Grove                                        | Jekaterina Gorinka                | Erection of single storey front and rear extensions.                                                                                                                                                                                                                                                                                                                                                                                                                     | No objections                                                                                                                                                                                                                                                                                                                                                  |