

Banbury Town Council

Mark Hassall ACMA, MA
Town Clerk & RFO



The Town Hall
Bridge Street
Banbury
Oxfordshire
OX16 5QB

Tel: 01295 250340

Our Ref: PL20052026
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 12 May 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 20 May 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 25 March 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**.

7. Adderbury Neighbourhood Plan

To consider the report of the Planning Officer. **Enclosure 7**

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 March 2026 at 6.30pm at the Town Hall, Banbury.

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

Alternate: Councillor Hussain for Councillor Beere

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

PL.13/26 Apologies
Cllr Beere

PL.14/26 Declarations of Interest
Councillors Harwood and Thornhill declared a personal interest as members of the Cherwell District Council Planning Committee.

PL.15/26 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the meeting held on the 25 February 2026 be approved as a correct record and signed by Councillor Woodward.

PL.16/26 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.

- **26/00270/F – Mr Amar Panesar - 78 Balmoral Avenue, Banbury – Erection of a two bed dwelling.**
 - **Banbury Town Council – raise no objections to the proposal, but request that a condition be attached regarding the submission of the details of bin/cycle storage before commencement of development.**
- **26/00356/F – KMW Group – 50-51 Broad Street, Banbury - 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.**
 - **Banbury Town Council – raise no objections subject to the imposition of a condition requiring the provision of adequate bin storage within the building.**
- **26/00392/F – Mr & Mrs Ewles - Garage at 2 The Limes, Oxford Road, Banbury - Demolish garage and erection of detached dwelling.**
 - **Banbury Town Council – raise no objections but suggest that conditions are needed to ensure the well-being of existing retained trees during construction and thereafter.**

PL.17/26 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.18/26

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.

NONE

Date of next meeting – **Wednesday 20 May 2026 at 18:30pm**

The meeting ended at **7.05pm**

Planning Applications to be considered

Application No	Applicant	Location	Proposal
26/00706/F	Mr Michael Deacon	48 Castle Quay, Banbury	Change of Use from retail unit to a youth cultural arts space working with young people
26/00717/F	Mr M Hayat	47 Padbury Drive, Banbury	Installation of two pitched roof dormers to rear and rooflights to front elevation to facilitate conversion of loft to habitable space (as approved under 25/00745/F) and conversion of dwelling to 7 Bed HMO (Sui Generis)
26/00723/REM	Mr Pritesh Shah	Land North East Of Oxford Road , West Of Oxford Canal And East Of, Bankside, Banbury	Construction of a landscaped infiltration pond, associated earthworks, ecological mitigation features, and green infrastructure, together with new planting, boundary treatments, and access arrangements, to serve the wider residential development at Oxford Road, Banbury including Discharge of Conditions 2, 10, 11, 18, 19, 21, 24, 25 and 26 of planning permission ref: 25/02738/F dated 16 January 2026
26/00689/F	Grundon Waste Management Ltd	S Grundon Services Ltd, Merton Street, Banbury	Demolition of the existing depot and re-development to provide a new, workshop and depot infrastructure (Use Class B2/B8) for use by the applicants and the erection of 5 new industrial units (Use Class E(g)iii and B8)
26/00781/OUT	Trinity College	Land West Of Warwick Road, Banbury (In Drayton Parish)	Erection of up to 200 dwellings, associated public open space, sustainable urban drainage systems, pedestrian and cycle connections, associated infrastructure, and access from Warwick Road. All matters reserved except for access.

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
25/03359/F	9 Glanville Gardens	Mr Colin Walker	Dropped kerb to allow vehicle access to new driveway	As this replicates the arrangements elsewhere in the cul-de-sac we have no objections
25/02285/REM	Land East Of Warwick Road Drayton	Vistry Homes Ltd	Application for the approval of reserved matters (layout, scale, appearance and landscaping) pursuant to outline planning permission Ref: 23/00853/OUT (APP/C3105/W/24/3338211) for 170 homes, public open space, landscaping, SuDS, pumping station and all associated ancillary works and Discharge of Conditions 5 (CEMP), 6 (drainage strategy), 8 (Arboricultural Method Statement), 10 (Landscape and Ecological Management Plan), 11 (Habitat Management Plan), 12 (energy strategy) and 16 (intrusive contamination investigation)	Thank you for re-consulting. We have no further comments to make.
26/00430/ADV	Tax Assistant Accounts, 2A Cope Road	Cherwell Business Services Ltd	Main external signage and window graphics	No objections
26/00567/TCA	104, Bath Road	Mr Troy	T1 Beech - Thinning of the beech crown by approximately 20% by removing crossing and congested limbs.	No objections
24/03213/REM	Deerfields Farm, Canal Lane, Bodicote	Minster Property Group	Reserved matters application to 19/02350/OUT - Appearance, landscaping, layout and scale.	Re-consultation- no objections
26/00470/DISC	Whatley Hall Hotel 17-19 Horse Fair	Frampton Town Planning Ltd	Discharge of Conditions 3 (masonry sample), 4 (drainage and ventilation), 5 (fire doors) and 6 (joinery details) of 25/02859/LB	No adverse comments from BTC
25/01892/F	38 Hart Close	Mr Paul Spyker	Extension along with the conversion and extension to existing double garage creating a day room and spare bedroom	Thank you for consulting us yet again. We now consider that this proposal is acceptable.(This follows 2 objections from BTC)
26/00454/F	33 Wood End	Mr Dan Henderson	Addition of dormer windows at first floor to existing two storey dwelling, conservatory to rear of property to be replaced by a single storey extension and a storm porch added to main entrance door at side of the property	Object on the grounds that the overly large and ugly dormer extensions that will be harmful to the appearance of the dwelling and the appearance and character of the area.
26/00511/TPO	6 Manor Park,	Russell Harrison Ltd	T1 (Ash) - removal of tree to stump height; G2 (Yew) - crown reduction of top and north side of trees by approx 2.5m	No objections
26/00510/ADV	Banbury Police Station, Warwick Road	Thames Valley Police	Illuminated totem signage to front of building	No objections
26/00521/LB	Horton General Hospital, Oxford Road	Oxford Uni NHS Foundation Trust	RETROSPECTIVE - Structural works; re-pointing of all masonry including chimneys 1 and 2; repair works to chimney 2 (north side of building); re-roof of Block 5 including installation of new bat access arrangements, new flashing arrangement around skylight window, repairs to dormer on internal roof slope (south east side), repairs to dormer on east roof slope on north side of main roof, re-installation of existing ventilation extract on north east elevation and replace late 20th century SVP with concealed uPVC pipe and terminate through a discreet roof vent; timber/joinery works and internal works	Necessary works apparently being undertaken in an appropriate way.
26/00561/F	7 Beatrice Drive	Mr S Arif	Extension of existing dropped kerb to facilitate off-street parking	We recognise that this may be difficult to resist due to it being adjacent to another such driveway across this green area, however we are concerned about this being a further precedent for a number of other such facilities which cumulatively cause significant harm to the character and appearance of the area

Processed applications -				
Application No	Address	Applicant	Proposal	Outcome
26/00560/F	5 Chatsworth Drive	Dr Mohammad Naushad Chaudhry	First floor side and part single/double storey rear extension	No objections
26/00506/REN56	Kannegiesser Uk, Beaumont Road	Kannegeisser	PV Solar installation	Support this sensible use of extensive roof space to generate electricity
26/00709/REN56	Unit 4, Middleton Close	The Prudential Assurance Company Limited c/o M&G R	145.6 kWp system comprising 320 PV modules on south pitched roof	Support this sensible use of extensive roof space to generate electricity
26/00616/DISC	Wykham Park Farm Cottages Wykham Lane Banbury	Persimmon Homes South Midlands	Discharge of Condition 4 (lighting) of 22/01581/REM	In our view the principal issues to be considered are safety of individuals (ie will these installations be bright enough) and are the units strong enough to withstand vandalism. The first issue must however be balanced against the potential for glare and disturbance to the nearest houses. I do not consider there is enough information with this application to reach conclusions on these issues
25/02998/F (re-consultaion following our earlier objections)	Land North Of Grundon Merton Street Banbury	E5 Commercial (Higham Way) Ltd	Commercial development (Use Classes B8, Eg(i), Eg(ii) and Eg(iii)) along with car parking/yard areas and all associated development	This is a clear improvement in over-domination terms to surrounding residential properties, but the potential issue of noise pollution and its impact upon residential amenity remains.
25/01764/F (re-consultaion following our earlier objections)	27 Park Road	Mr Yasser Hanif	Single storey rear extension to existing dwellinghouse. Formation of new vehicular access and associated dropped kerb, and associated alterations to parking arrangements. RETROSPECTIVE: Conversion of the existing two-storey side extension to form 4no flats.	The issue of inadequate car parking remains unaltered by these amendments
26/00663/F	14 Cherry Road	Mr Shamas Uz Zaman	Double storey side and part single part double rear extension and dropped kerb	Object on the grounds that this is considered to be an overly large extension which will have an detrimental impact upon the amenities of the adjoining dwelling
26/00658/F	57 Windrush	Mr Fatjon Muca	Erection of outbuilding to form annexe	This building could easily function as an entirely independent dwelling. As such it would be an unsatisfactory and detrimental element which would be harmful to the amenities of the surrounding properties by reason of disturbance and overlooking.
26/00586/CDC	Units 17 To 24 Thorpe Place	Cherwell District Council	Overcladding of existing roof sheeting on Units 17-24 together with fitting of photovoltaic panels to all Units	Support proposal.Good use of commercial roof area for electricity generation
26/00751/F	8 Avocet Way	Mr & Mrs Badger	Conversion of garage to habitable accommodation. Replacement porch with lean-to roof to front of property. Demolition of existing conservatory. Single storey rear extension(s).	No objections
26/00815/LB and 26/00621/ADV	9 Horse Fair	Bloxdent Limited	New external illuminated signage for a new Orthodontics Practice	If this is an internally illuminated sign box Banbury Town Council consider that this is inappropriate on this prominently located listed building. External illumination would be preferred.
26/00508/CDC	Town Centre House, Southam Road	Cherwell District Council	Installation of guard rail around roof of Town Centre House	Can these perimeter fences be set further backwards into the roof so they are less visible from ground level? Other wise they detract from the appearance of the building.
26/00541/G56	63 Parsons Street	Ottile Property Ltd	Prior approval application for redevelopment of an existing shop unit to incorporate two self-contained residential apartments on the upper floors	There are no details of refuse disposal bin areas or of cycle storage. These should be required before approval of the change of use

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
26.00371/F 13 Trinity Close Banbury	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.	Approved . The CDC officers report says "The proposed rear dormer would incorporate a flat roof and a rather contemporary design approach which would appear at odds with the character and appearance of the existing dwelling. A more traditional and simpler design would in case officer's view be more appropriate in this context. Additionally, the proposed materials would not fully match those of the host dwelling, which would somewhat exacerbate the resulting visual harm, particularly given that it would be visible from the public realm. However, the property benefits from permitted development rights under which a similar form of development could potentially be undertaken without the need for planning permission. This fallback position carries significant weight in the overall assessment of the proposal". Overall therefore CDC concluded that the proposal could not be successfully resisted.

PLANNING COMMITTEE

REPORT OF THE PLANNING OFFICER

Adderbury Neighbourhood Plan

1 Introduction and Purpose of Report

- 1.1 To inform Members of the production by Adderbury Parish Council of a review to their Neighbourhood Plan, and to invite Members to agree to comments to be made to a consultation thereon.

2 Wards Affected

- 2.1 All Wards.

3 Effect on Policy

- 3.1 No effect upon Banbury Town Council policy from document or the recommended comments to Adderbury Parish Council.

4 Contact Officer

- 4.1 Bob Duxbury (01295 250340)

5 Background

- 5.1 In 2018 Adderbury Neighbourhood Plan was approved after consultation, and forms part of the Development Plan which Cherwell District Council must take into account when determining planning applications.
- 5.2 The Cherwell Local Plan is being updated and is due to be adopted as soon as possible 2026/27. Under this new emerging Local Plan, as a 'large village', Adderbury will be required to accommodate 75 new homes over the life of the plan which runs to 2042. Consequently the Parish Council have undertaken a review of their current Neighbourhood Plan to ensure conformity with the new Local Plan. The Neighbourhood Plan must take into account the National Planning Policy Framework (NPPF) and Cherwell Local Plan. As noted above the proposed spatial strategy in the emerging Local Plan indicates the need for Adderbury to accommodate a site for 75 houses and for their to be a strategic gap between the village and Banbury.
- 5.3 This report seeks to identify those parts of the Neighbourhood Plan have an impact upon future development in Banbury and upon which we, as an adjoining Council, may wish to comment upon.

6 Proposed changes to Neighbourhood Plan

- 6.1 As is to be expected the new document to a large extent, follows the thrust of the approved Neighbourhood Plan. Proposed policy AD2 seeks to identify a site south of the existing limits of the village on Milton Road to accommodate the additional houses referred to in para 5.2 above.
- 6.2 In so far as it effects Banbury at all there are limited other changes. Those that do are discussed below in paras 6.3-6.5. Other policies refer to green infrastructure, key open spaces, local green spaces, managing design in existing developed areas and in the new allocated site, buildings and structures of local importance, new community facilities and community assets, and infrastructure contributions. The Neighbourhood Plan defines the settlement boundaries and has a policy (reflecting the Local Plan) that restricts

Banbury Town Council

development outside of those boundaries. I consider the boundaries to be logically arrived at and have no impact upon this Council's area.

- 6.3 Policy AD7 identifies a strategic gap between Adderbury and Banbury. The plan of that gap will be displayed at Committee, but it largely consists of all the land between the northern extent of Twyford (to the east and west of Banbury Road) and the Town Council boundary. It also includes land east of Twyford to the M40, and all the undeveloped land to the north-west of the village, again to the Town Council boundary. In my opinion this designation and its extent are again logical and should be supported by us, as I am sure we also seek to maintain that clear gap to Adderbury.
- 6.4 Policy AD 6 identifies some strategic open spaces beyond the settlement boundary , and one of these is the area east of Twyford , towards the motorway. In an appendix explaining the justification for such designation it is stated that
Land to the north-east of Adderbury provides valuable physical separation from the M40 motorway and its effects, including noise. Part of this area sits within a Strategic Gap proposed within the emerging CDLP, although not all of it.
Although located outside the Conservation Area, Figure 14 'Visual Analysis' within the Adderbury Conservation Area Appraisal describes views from Aynho Road across the Strategic Open Space out of the village and across open fields as being an important 'positive vista' to be maintained.
The purpose of this Strategic Open Space is to prevent development that would lose the open character of this part of the village, including its approach, or cause the village to expand too close to the M40 motorway, as this would be considered detrimental to the character, setting and spatial quality of the village. Development in this location would only be supported if it could be demonstrated that such development would have no discernible impact upon the open-ness and rich landscape character of the area located between the Aynho Road and the M40 motorway.
- 6.5 I am aware that the Town Council has taken all opportunities to try to facilitate positive consideration of an additional junction on the M40 to seek to ameliorate the congestion on Hennef Way and surroundings. One such opportunity may lie to the east of Adderbury and it is possible that Policy AD6 could be deployed as a way of resisting any new arterial route, however well landscaped/shielded. It is arguable therefore that we should raise this matter as a comment upon that policy.

7 Financial Effects & Risk Assessment

- 7.1 None

8 Recommendations

- 8.1 It is recommended that the Committee
1. The Town Council thanks Adderbury Parish Council for the opportunity to comment on the revised Neighbourhood Plan
 2. Endorse the concept and demarcation of a strategic gap between Adderbury as set out in Policy AD7 and the accompanying plan (Map G).
 3. Comment upon the possible unintended impact of Policy AD6 (as further identified on Map F) of frustrating the provision of an improvement to arterial road connections to and from the M40.

Background Papers: Adderbury Neighbourhood Plan pre-Submission document (link provided below)

<https://www.adderburyparishcouncil.gov.uk>