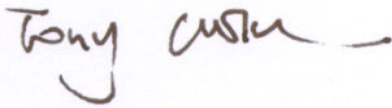


To: Members of the Planning & Regulation Committee

***Notice of a Meeting of the Planning & Regulation
Committee***

Monday, 11 January 2010 at 2.00 pm

County Hall



Tony Cloke
Assistant Head of Legal & Democratic Services

December 2009

Contact Officer: **Graham Warrington**
Tel: (01865) 815321; E-Mail:
graham.warrington@oxfordshire.gov.uk

Membership

Chairman – Councillor Steve Hayward
Deputy Chairman - Councillor Mrs Catherine Fulljames

Councillors

Alan Armitage
Anda Fitzgerald-O'Connor
Tim Hallchurch MBE
Jenny Hannaby
Ray Jelf

Peter Jones
Lorraine Lindsay-Gale
David Nimmo-Smith
Neil Owen
G.A. Reynolds

John Sanders
Don Seale
John Tanner

Notes:

- **Date of next meeting: 15 February 2010**

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Section DD of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, ie where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance note opposite**
3. **Minutes (Pages 1 - 4)**

To approve the minutes of the meeting held on 23 November 2009 and to receive for information any matters arising therefrom.

4. **Petitions and Public Address**
5. **Demolition of existing youth centre building and erection of replacement building to provide youth centre, children's centre and ancillary youth services office accommodation. Creation of new vehicular and pedestrian access off Clapcot Way; formalisation of existing parking area to provide 14 dedicated parking spaces (including 1 disabled space); 12 cycle parking spaces; new boundary fencing and treatments and replacement/new planting and landscaping - Wallingford Youth Centre, Clapcot Way, Wall (Pages 5 - 22)**

Report by Head of Sustainable Development (**PN5**)

This application is for the erection of a new part single and part two storey building to provide a replacement Youth Centre, Children's Centre and ancillary youth services office accommodation at the existing Wallingford Youth Centre site, Clapcot Way, Wallingford. The existing single storey youth centre building will be demolished to make way for the new building. The proposal also involves the creation of a new pedestrian and vehicle access off Clapcot Way, new parking arrangements for the site and new boundary treatments and landscaping. Objections to the application have been received in relation to the acceptability of the uses proposed on the site, the impact that the development would have on local people, the scale of the building proposed and its design. These objections are summarised in the report, along with the responses from other consultees.

The Committee is RECOMMENDED to approve Application Number R3.0181/09 for the demolition of existing youth centre building and erection of replacement building to provide youth centre, children's centre and ancillary youth services office accommodation. Creation of new vehicular and pedestrian access off Clapcot Way; formalisation of existing parking area to provide 14 dedicated parking spaces (including 1 disabled space); 12 cycle parking spaces; new boundary fencing and treatments and replacement/ new planting and landscaping, subject to conditions to be determined by the Head of Sustainable Development to include the following matters:

1. ***That the development must be carried out strictly in accordance with the particulars contained in the application and the plans accompanying subject to conditions below.***
2. ***That the development shall commence within 3 years of the date of the permission.***
3. ***That samples of the external materials proposed to be used shall be submitted to and approved in writing by the Head of Sustainable Development prior to the commencement of development.***
4. ***That no development shall take place until the trees on the site which are to be retained and which are adjacent to or within the development area, have been protected during building operations by means of a protective fence around the edge of the canopy of the trees.***
5. ***That the site be landscaped and planted with trees (including replacement trees) and shrubs in accordance with a comprehensive planting and landscaping scheme first approved by the Head of Sustainable Development.***
6. ***That all planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting season following the occupation of the buildings or the completion of the development, whichever is the sooner.***
7. ***That prior to the commencement of the development full details of all boundary treatments (including fencing to the front of the site) should be submitted to and approved by the Head of Sustainable Development.***
8. ***The hours of operation of the Youth Centre shall be restricted to between 9:30am and 9:30pm Monday to Friday and 1:00pm – 3:00pm Saturdays.***
9. ***The hours of operation of the Children's Centre for use by the public shall be restricted to between 9:00am and 3:00pm Monday to Thursday.***
10. ***The hours of use of the Youth Services office accommodation shall be restricted to between 9:00am and 5:30pm Monday to Friday.***
11. ***There shall be no use of the building or the external play areas on Sundays.***
12. ***That the windows on the eastern elevation of the proposed building shall be frosted or glazed with obscure glass.***
13. ***That prior to the commencement of the development full details of the proposed lighting, automatic timing equipment, cowlings and predicted light overspill levels for the existing outdoor pitch shall be submitted to and approved by the Head of Sustainable Development.***
14. ***The lighting for the existing outdoor pitch shall be used Monday to Friday only and shall not be used after 9.30pm.***
15. ***That prior to the commencement of the development details of a revised car parking layout and vehicle and pedestrian access points shall be submitted to and approved by the Head of Sustainable Development in consultation with the Local Highway Authority. Any details approved shall be implemented before the development is brought into use.***
16. ***That prior to the commencement of the development a scheme for the provision of additional adequate, convenient, secure and covered cycle and scooter parking shall be submitted to and approved by the Head of Sustainable Development and any such scheme implemented before the development is occupied.***
17. ***Within 6 months of the first occupation of the proposed building a Travel Plan for the site shall be prepared and submitted to the Head of Sustainable Development.***

18. ***That prior to the commencement of the development details of a sustainable drainage scheme for the proposed site shall be submitted to and approved in writing by the Head of Sustainable Development.***
19. ***That prior to the commencement of the development details of the surface water drainage system serving the site shall be submitted to and approved in writing by the Head of Sustainable Development.***
20. ***That prior to the commencement of the development a Ground Investigation Report shall be submitted to and approved by the Head of Sustainable Development.***
21. ***Raised barge boards on the existing building should be carefully lifted and removed by hand in advance of demolition taking place.***
22. ***Vegetation removal should not take place during the bird breeding season, which is March-August inclusive. If any trees and/or bushes need to be removed during this time, they will need to be checked over by an ecological consultant immediately prior to removal to ensure there are no nesting birds present. If nesting birds are present, the vegetation cannot be removed until the birds have fledged.***
23. ***If any protected species not initially surveyed for are found at any point, all work should cease immediately. Work should not recommence until a full survey has been carried out, a mitigation strategy prepared and licence obtained (if necessary) in discussion and agreement with Natural England.***

6. **Demolition of detached temporary classroom/community resources building and brick store and erection of a single storey building to provide a new children's centre and erection of extensions to the existing school building to provide a replacement classroom/community resource area, reading room and replacement store plus associated external works - Great Milton CE School, The Green, Great Milton - Application R3.0188/09 (Pages 23 - 42)**

Report by Head of Sustainable Development (PN6)

The report outlines a proposal to construct a single storey building in the grounds of Great Milton C of E School to provide a new Children's Centre. The proposal also involves the removal of a temporary classroom building (also used as a community resource area), a detached brick built store and the erection of three extensions to the school to create replacement accommodation for the lost classroom/community resource facility and store, and a reading room. The application has generated much interest locally and responses received from local residents and the Parish and District Councils are included along with other consultees replies. The comments of the Head of Sustainable Development on the issues raised and the merits of the proposal are also included along with the recommendation on the application.

The Committee is RECOMMENDED to approve Application No. R3.0188/09 (for the demolition of a temporary classroom/ community resources building and brick built store and the erection of a single storey building to provide a children's centre, and the erection of extensions to provide replacement

classroom and community resources facility, reading room and replacement store, along with associated external works; at Great Milton C of E School) subject to:

- (a) the applicant first (before a permission is issued) securing and if necessary obtaining planning permission for suitable alternative temporary arrangements for parking for use by the school during the period of construction**
- (b) to conditions to be determined by the Head of Sustainable Development to include the following matters:**
 - 1. That the development must be carried out strictly in accordance with the particulars contained in the application and the plans accompanying subject to conditions below.**
 - 2. That the development shall commence within 3 years of the date of the permission.**
 - 3. That samples of the external materials proposed to be used shall be submitted to and approved in writing by the Head of Sustainable Development prior to the commencement of development.**
 - 4. That no development shall take place until the trees on the site which are to be retained and which are adjacent to or within the development area, have been protected during building operations by means of a protective fence around the edge of the canopy of the trees.**
 - 5. That the site be landscaped and planted with trees (including replacement trees) and shrubs in accordance with a comprehensive planting and landscaping scheme first approved by the Head of Sustainable Development.**
 - 6. That all planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting season following the occupation of the buildings or the completion of the development, whichever is the sooner.**
 - 7. The hours of operation of the children's centre for use by the public shall be restricted to between 9.30 am and 2.30 pm Monday to Friday during term time.**
 - 8. The hours of use of the children's centre at other times (outside school hours) shall be submitted for agreement by the Head of Sustainable Development before any use of the Centre commences.**
 - 9. That the high split level windows on the western elevation of the proposed children's centre building shall be frosted or glazed with obscure glass.**
 - 10. That prior to the commencement of the development full details of any additional proposed lighting, shall be submitted to and approved by the Head of Sustainable Development.**
 - 11. That prior to the first occupation of the children's centre building the existing school Travel Plan for the site shall be updated and submitted to the Head of Sustainable Development for approval.**
 - 12. That prior to the commencement of the development details of a sustainable drainage scheme for the proposed site shall be submitted to and approved in writing by the Head of Sustainable Development.**

13. ***Vegetation removal should not take place during the bird breeding season, which is March-August inclusive. If any trees and/or bushes need to be removed during this time, they will need to be checked over by an ecological consultant immediately prior to removal to ensure there are no nesting birds present. If nesting birds are present, the vegetation cannot be removed until the birds have fledged.***
14. ***If any protected species not initially surveyed for are found at any point, all work should cease immediately. Work should not recommence until a full survey has been carried out, a mitigation strategy prepared and licence obtained (if necessary) in discussion and agreement with Natural England.***
15. ***The existing pond shall not be removed until a new pond is created in a position to be agreed by the Head of Sustainable Development.***
16. ***The existing pond shall not be removed except in the months of August, September and October. The pond shall be drained gradually and the plant material removed from it should be stacked by the side of the pond for at least 24 hours to allow any animals trapped to escape before the vegetation is removed.***
17. ***Details of the proposals to create habitats for bats in the new buildings shall be submitted for agreement by the Head of Sustainable Development.***
18. ***If any works are planned to occur later than April 2010, the submitted protected species survey must be updated.***
19. ***Details of proposals for the formation of 3 additional on site parking spaces shall be submitted and agreed by the Head of Sustainable Development before development commences.***
20. ***Details of a construction traffic management plan (to include details of times of delivery of materials) shall be submitted and agreed by the Head of Sustainable Development before development commences.***

Archaeological Informative – if archaeological finds do occur during development the County Archaeologist shall be notified in order that he may visit the site and advise as necessary.

7. Monitoring & Enforcement Update (Pages 43 - 70)

Report by Head of Sustainable Development (PN7)

THE REPORT SETS OUT AN UPDATE ON THE REGULAR MONITORING OF MINERALS AND WASTE PLANNING PERMISSIONS AND ON THE PROGRESS OF ENFORCEMENT CASES FOR THE PERIOD 1 APRIL 2009 TO 31 DECEMBER 2009.

It is RECOMMENDED that the Schedule of Compliance Monitoring Visits in Annex 1 to the report and the Schedule of Enforcement Cases in Annex 2 to the report

be noted.

Pre-Meeting Briefing

There will be a pre-meeting briefing at County Hall on **Monday 11 January 2010** at **11.00 am** for the Chairman, Deputy Chairman and Opposition Group Spokesman.

PLANNING & REGULATION COMMITTEE

MINUTES of the meeting held on Monday, 23 November 2009 commencing at 2.00 pm and finishing at 2.25 pm

Present:

Voting Members: Councillor Steve Hayward – in the Chair

Councillor Mrs Catherine Fulljames (Deputy Chairman)
Councillor Alan Armitage
Councillor Mrs Anda Fitzgerald-O'Connor
Councillor Roy Darke (In place of Councillor John Sanders)
Councillor Tim Hallchurch MBE
Councillor Jenny Hannaby
Councillor Ray Jelf
Councillor Peter Jones
Councillor Lorraine Lindsay-Gale
Councillor David Nimmo-Smith
Councillor Neil Owen
Councillor G.A. Reynolds
Councillor Don Seale
Councillor John Tanner

Officers: G. Warrington & R. Hanson (Corporate Core)
C. Cousins, R. Dance, J. Hamilton, T. Islam, J. Irvine & D. Groves (Environment & Economy)

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting and decided as set out below. Except as insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.

66/09 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

(Agenda No. 1)

Apology for absence

Temporary Appointment

Councillor John Sanders

Councillor Roy Darke

67/09 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE OPPOSITE

(Agenda No. 2)

<i>Item</i>	<i>Name</i>	<i>Nature of Interest</i>
6. Shipton-on-Cherwell Quarry	Mrs C. Fulljames	Personal. Member of Cherwell District Council's Planning Committee. She advised that she had not expressed an opinion on the application in that capacity and intended to participate in any discussion and voting on that item.
	Tim Hallchurch	Personal. Alternate member of Cherwell District Council's Planning Committee. He advised that he had not expressed an opinion on the application in that capacity and intended to participate in any discussion and voting on that item.
	George Reynolds	Pre-determination. He advised that as a member of Cherwell District Council's Planning Committee he may have expressed an opinion on this application and therefore intended to leave the meeting for the duration of that item.

68/09 MINUTES

(Agenda No. 3)

The minutes of the meeting held on 19 October 2009 were approved and signed subject to the following amendments:

- Inclusion of David Groves (Environment & Economy) in the list of officers attending.

- Minute 54/09, Item 6, column 3 – delete the words “Local member” against Councillor Don Seale.

With regard to Minute 58/09 (Extension of Temporary Consent for Continued Use of Site as a Waste Recycling Centre until 30 September 2014 at Dean Pit Waste Recycling Centre, Grove Lane, Chadlington, Oxfordshire OX7 3JY – Application R3.0125/09) the Committee noted representations received from Lord Chadlington who had addressed the Committee on this item and who considered that the minute as drafted did not reflect the need for officers to report back to the Planning & Regulation Committee on progress on the relocation of the site. The Committee accepted that the informative in the resolution to Minute 58/09 set out the preference for securing alternative arrangements and therefore reflected what had been agreed at the meeting.

The minutes of the meeting held on 12 November were approved and signed without amendment.

69/09 EXTRACTION OF SAND FROM 28.6 HECTARES OF LAND OFF PINWOODS ROAD, LONGWORTH AND RESTORATION TO AGRICULTURE AT LOW LEVEL - APPLICATION NO LWO/20319-CM

(Agenda No. 4)

The Chairman informed the Committee and members of the public in attendance that the applicants had withdrawn Application LWO/20319-CM at 12.45 that afternoon.

Members expressed regret that the late withdrawal of the application had meant that it had not been possible to notify members of the public who had made arrangements to attend the meeting.

70/09 PROPOSAL TO TEMPORARILY ALLOW THE USE OF THE EXISTING HAUL ROAD RUNNING TO THE SOUTH AND EAST OF THE SITE FOR THE TRASPOT OF MINERALS AND WASTE MATERIALS TO AND FROM THE SITE WITHOUT DISTURBING SCHEDULE 1 PROTECTED SPECIES CURRENTLY PRESENT ON THE SITE FOR A PERIOD OF UP TO 12 MONTHS OR UNTIL THE LITTLE PLOVERS HAVE LEFT THE SITE AND THE CONSTRUCTION OF THE NEW HAUL ROAD THROUGH THE CENTRE OF THE SITE IS COMPLETED, WHICHEVER IS SOONEST - SHIPTON-ON-CHERWELL QUARRY, OXFORDSHIRE

(Agenda No. 5)

In January 2008 the Planning & Regulation Committee had permitted comprehensive redevelopment of the site at Shipton-on-Cherwell Quarry which had included construction of a new haul road. However, construction of the new haul road had been delayed due to the close proximity of a schedule 1 protected species nesting site. The Committee were now being asked (PN6) to allow temporary use of an existing haul road, currently precluded by condition attached to an existing planning permission, pending construction of the new haul road.

RESOLVED: (on a motion by Councillor Mrs Fulljames, seconded by Councillor Tanner and carried unanimously) that planning permission for the development

outlined in Application 09/01180/CM be approved subject to conditions to be determined by the Head of Sustainable Development but to include those matters set out in Annex 1 to the report (PN6).

..... in the Chair

Date of signing 200

Contact Officer: Alan Divall Tel: Oxford 815886

Division(s): Wallingford

PLANNING & REGULATION COMMITTEE – 11 JANUARY 2010

DEMOLITION OF EXISTING YOUTH CENTRE BUILDING AND ERECTION OF REPLACEMENT BUILDING TO PROVIDE YOUTH CENTRE, CHILDREN'S CENTRE AND ANCILLARY YOUTH SERVICES OFFICE ACCOMMODATION. CREATION OF NEW VEHICULAR AND PEDESTRIAN ACCESS OFF CLAPCOT WAY; FORMALISATION OF EXISTING PARKING AREA TO PROVIDE 14 DEDICATED PARKING SPACES (INCLUDING 1 DISABLED SPACE); 12 CYCLE PARKING SPACES; NEW BOUNDARY FENCING AND TREATMENTS AND REPLACEMENT/ NEW PLANTING AND LANDSCAPING

Location: Wallingford Youth Centre, Clapcot Way, Wallingford, Oxfordshire,
OX10 8HS

Application No: R3.0181/09

District Council Area: South Oxfordshire

Introduction

1. This application is for the erection of a new part single and part two storey building to provide a replacement Youth Centre, Children's Centre and ancillary youth services office accommodation. The existing single storey youth centre building would be demolished to make way for the new building. The proposal also involves the creation of a new pedestrian and vehicle access off Clapcot Way, new parking arrangements for the site and new boundary treatments and landscaping.

Location (see site plan)

2. The existing Youth Centre site is located approximately 700 metres (as the crow flies) to the north west of Wallingford town centre. The site is located off Clapcot Way which joins both St Georges Road and St Nicholas Road.

Site and Setting (see site plan)

3. The site is immediately bounded to the west and east by residential development. To the north (on the opposite side of Clapcot Way) are also residential properties. To the south of the site is a public footpath with an old people's home and further residential properties beyond. The surrounding residential properties are in the majority semi-detached and two storey with the primary material being red brick.
4. The existing youth centre buildings are located towards the north of the site facing Clapcot Way. These buildings are single storey, constructed of brick

and blockwork and can be dated to the 1940's. At the front of the site there are areas of hardstanding (used for parking), grassed areas and the existing vehicle and pedestrian access. To the rear of the site are further grassed areas and a floodlit games court used for sports such as basketball and tennis. The site is bounded by chain link fencing and close board fencing with the majority of the existing landscaping on the site on the Clapcot Way frontage.

Background and Details of the Development

5. The proposed development seeks to provide one new building with replacement Youth Centre accommodation, accommodation for a new Children's Centre and office space for 14 youth services staff currently located in the market place in the centre of the town.
6. The existing youth centre building is of 'Horsa Hut' type construction dating back to the 1940's and is in a poor state of repair. It is not considered fit for purpose and is in need of replacement. The replacement youth centre accommodation would be single storey, with part of this element of the building single and half height to allow greater roof height space for a hall. All of the new building would be flat roofed.
7. A new children's centre is also proposed in the eastern wing of the proposed building. This would be at ground floor level and would act as the focal point at the front of the site. Children's centres are 'service hubs' where children under 5 years old and their families can access childcare services and information. The provision of these centres is part of the national government strategy to ensure that all families with children have access to affordable, flexible, high quality childcare places. Local authorities have been tasked with the strategic responsibility of delivering these centres to cater for the needs of local communities.
8. The application also proposes office space for youth services staff at first floor level over part of the children's centre accommodation. The first floor accommodation would be located to the front of the proposed building on its eastern wing. This would provide 11 workspaces for 14 Youth Services staff.
9. The primary material for the new building would be grey brickwork. Aluminium, timber and other cladding panels would be used on selected elevations of the building. In particular, timber cladding would be used on elements of the two storey accommodation whilst aluminium panels would be used on small sections of the upper half storey youth centre hall. Other panels (such as PVC) are also proposed on sections of the elevations. The application proposes that these could be coloured but a final choice of colour can still be decided.
10. The size of the proposed building is not big enough to require a BREEAM assessment. However, the application includes a number of features intended to improve its environmental performance, these include: natural ventilation,

construction techniques to achieve a high thermal mass, a high standard of insulation and a sustainable drainage system.

11. A dedicated parking area is proposed in the north west corner of the site, this area would accommodate 14 designated spaces (including 1 disabled). 12 cycle parking spaces are also proposed at the front of the site. The proposal retains existing separate vehicle and pedestrian access points at the front of the site but these would be realigned and improved to maintain site safety between vehicle and pedestrian movements.
12. Existing trees and planting across the site would be removed as part of the development. They are proposed to be replaced through a landscaping scheme which would provide new semi-mature trees and other planting, in particular along the boundaries adjacent to residential properties. Planting is also proposed around the car parking area in order to soften its appearance.
13. The existing hard court area to the rear of the proposed building would be retained and re-surfaced; it would also be enclosed with a new 2.4m high ball fence. This area is currently lit with four floodlights which are approximately 4 metres in height. It is proposed to retain these lights in their current position and to the current specification although some upgrading of the existing equipment would take place.

Consultations

14. The consultation period on this application ran from 26 August to 17 September 2009.
15. South Oxfordshire District Council

(Planning Development Control) – Support the replacement of the youth services building and the incorporation of a children’s centre onto the site. However, the proposed office use would put pressure upon the capacity of the site such that it would lead to an overdevelopment of the site. It incorporates first floor development which is insensitively designed plus impractical parking arrangements which would be detrimental to the amenities of the area. Support the scheme in principle but encourage the County Council to reconsider the amount of development on this site, to review the design and to include a commitment to a high standard of sustainable design.

(Environmental Health) – No objection subject to conditions being added to ensure that the development does not cause noise or lighting problems to neighbours. Conditions should cover hours of use of the development and external lighting.

Wallingford Town Council – No objection.

Environment Agency – No objection.

Sport England – Support application.

County Ecologist – No objection subject to conditions.

County Archaeologist – No objection.

Rights of Way – No comments to make.

County Forester – A tree survey has been provided with the application. The site does not have any trees of great merit and I have no issue with the removal of any of them. The applicant's proposal to remove trees and replace them with semi-mature specimens should result in an almost immediate improvement in the landscape quality of the site. Only concern is to ensure that new planted trees and those in neighbouring properties receive proper protection.

Transport Development Control

Original Consultation Response – The level of car parking is considered acceptable (14 spaces). Request that cycle parking should be covered and scooter parking provision should be provided. However, there are highway safety concerns with the proposed layout of the car parking area, in particular the proximity of the spaces to the vehicle access/egress.

Second Consultation Response – Withdraw holding objection given that further discussions have dealt with original concerns. An amended plan showing an improved car parking layout and vehicle entrance should be submitted and approved by the Highway Authority prior to the commencement of the development.

Third Party Representations (Copies of these letters are available in the Member's Resource Centre)

16. Seven individual members of the public have objected to or expressed concern about the proposals. Whilst there is some support for the redevelopment of solely the youth centre building, the concerns they raise relate to the following:

- Oppose the scale and impact of the development in a residential area;
- The new buildings design and proposed materials are out of character with the surrounding residential area which they should reflect. The design has changed from that shown during pre-application consultation;
- The materials of the building must be finalised now and aluminium cladding should not be used as it is an energy intensive material;
- The flat roof design of the building means there will be health and safety issues as it will be a challenge for youths to climb;
- Two storey element of the building will raise issues of loss of privacy and daylight for neighbours;
- Office space in a residential area is inappropriate and its incorporation in the development has not been made clear;

- Increased traffic visiting the site represents a risk to the safety of children visiting both the site and nearby schools;
 - Naïve to think that all people visiting the development will walk as they are likely to travel some distance to the development;
 - Will lead to an increase in on-street parking which will lead to highway safety issues;
 - Has a traffic impact study been carried out to assess the traffic impacts of the development;
 - Assessment of flood risk in the application is wrong as there is no surface water drainage in Clapcot Way, only soakaways. The large section of hardstanding at the front of the site will also pose a flood risk to neighbouring properties;
 - There are other deficiencies in the application and information supporting it that mean it should be refused, including the amount and type of floorspace proposed and that a tree survey has not been provided;
 - Increased hours of use of the building will have an impact on amenity of neighbours through noise and disturbance;
 - There will be an increase in light pollution from increased use of the existing floodlights;
 - The open area at the front of the site will cause problems as youths will congregate there;
 - The land on the site may be contaminated and this has not been looked at;
 - Concerns over who will be using the development, ex-offenders, etc;
 - Have other more suitable sites for this development been considered, the building appears to be too small to cope with an increase in population at Wallingford;
17. In addition a petition with 90 signatures has been received objecting to the development. The reasons for objection as set out on the petition are as follows:
- The design and general appearance of the proposed replacement building is totally out of character with the surrounding area. The flat roof design also poses a health and safety issue and security risk. The proposed prolonged opening times are unacceptable. It is likely to give rise to an increased amount of traffic due to office accommodation and extra staff; this is not a suitable location for employment use as this is a residential area.

Relevant Planning Policies

18. The South East Plan Regional Spatial Strategy 2026 (RSS).

CC1 - The principal objective of the Plan is to achieve and to maintain sustainable development in the region.

CC6 – Development should i) respect, and where appropriate enhance the character and distinctiveness of settlements and landscapes; and ii) use

innovative design process to create a high quality built environment which promotes a sense of place.

NRM4 – In considering planning applications local authorities in conjunction with the Environment Agency should require incorporation and management of Sustainable Drainage Systems and other measures to minimise direct surface water run-off.

South Oxfordshire Local Plan 2011 (SOLP)

G2 – The district's countryside, settlements and environmental resources will be protected from adverse developments.

G6 - Planning permission will not be granted for proposals which are not of a high quality and inclusive design, which fail to protect and reinforce local distinctiveness, or which are of a scale or type that is inappropriate to the site and its surroundings.

CF2 - Proposals that would result in the provision of additional community facilities or services within settlements will be permitted, provided that there are no overriding amenity, environmental or traffic objections to the proposals and that there is no conflict with the other policies in this plan.

E5 - Proposals for business, industry, warehousing and storage will not be permitted which:

- (i) Conflict with the policies in the plan to protect the built environment and to retain essential community facilities and services;
- (ii) Are of a scale and type of development inappropriate to the proposed site and its surroundings;
- (iii) Are not in keeping with the surrounding area in terms of design, layout and materials. Where appropriate, the site must be suitably landscaped,
- (iv) Have inadequate access and manoeuvring facilities and would cause problems on the wider road network;
- (v) Where appropriate, are in locations which are not accessible by public transport;
- (vi) Cause problems as a result of noise, loss of privacy or cause any other environmental problems.

D1 - The principles of good design and the protection and reinforcement of local distinctiveness should be taken into account in all new development through:

- (i) the provision of a clear structure of spaces;
- (ii) providing for a choice of routes and transport modes to the development;
- (iii) providing landscape structure as a framework for new development;
- (iv) respecting the character of the existing landscape;
- (v) respecting distinctive settlement types and their character;
- (vi) providing good quality site and building design and appropriate materials; and

(vii) providing well-designed external areas.

D2 - Planning permission will not be granted for developments that fail to incorporate adequate, safe and secure parking for vehicles and cycles. Vehicle parking should be provided in a discreet and sensitive manner.

D8 - All new development should demonstrate high standards in the conservation and efficient use of energy, water and materials through its siting, landscaping, building design, use of materials, layout and orientation of buildings.

C9 – Any development that would cause the loss of landscape features will not be permitted where those features make an important contribution to the local scene.

Comments of the Head of Sustainable Development

19. In my view the main issues to be considered with this application relate to:

- (i) Acceptability of the proposed uses on the site;
- (ii) Scale of development proposed;
- (iii) Design of the proposed building;
- (iv) Impacts on local people;
- (v) Other points raised.

(i) Acceptability of the proposed uses on the site

20. The development involves the continued use of the site for a youth centre but in a new building. It also introduces a children's centre and office accommodation for youth service workers as well as a redesign of the existing car parking areas and the provision of new vehicle and pedestrian accesses.
21. Policy CF2 of the SOLP supports, in principle, the provision of additional community facilities or services provided they do not conflict with other planning policies, whilst policy CC1 of the RSS seeks to achieve sustainable communities. Policy E5 of the SOLP is also relevant to the proposal as it seeks to control employment generating development by ensuring that, amongst other things, the scale and type of the development is appropriate to its surroundings.
22. Concerns have been raised from local residents and South Oxfordshire District Council that the introduction of office space into the site is unacceptable in this location and that this element is contributing to an overdevelopment of the site. The District Council considers that the application should be amended to remove the proposed first floor office accommodation which would in their view make the development more acceptable.
23. The main consideration is whether the office space proposed is acceptable in this location. The applicant argues that the work stations are necessary to

house 14 youth services staff. These staff carry out visits around the county but also have direct contact with young people who would use the new youth centre; they are therefore not predominately office based throughout the day. The applicant argues that the office space in the proposed building would not be formal office space used constantly throughout the day to its full capacity. The office space would be used more as drop in space as and when required by staff. The size of the office space proposed in the building would be approximately 41sqm of floor space. This would be a small amount of floor space compared to the overall size of the new building – approximately 460sqm. Due to its limited size the office space would be arranged as 11 work stations rather than individual desks.

24. In my view, and as discussed later in this report, the youth centre accommodation is essentially a like for like use which would maintain a valuable service to young people in this area and the children's centre would provide a community use in a residential area where it would be well located to serve local needs. In terms of the proposed office space policy E5 of the SOLP does not preclude office accommodation within residential areas. Whilst I accept that workers who would use this accommodation do serve the wider area than just Wallingford, there is some synergy with the youth centre activities that currently operate here and this accommodation would be ancillary to this. I also consider that its intended use as drop in office space will not put excessive pressure on the site to accommodate staff coming and going throughout the working day. I therefore see no reason why these uses should not co-locate onto this particular site, providing that other issues (as discussed later in this report) are satisfactory or can be satisfactorily managed and controlled by conditions. In conclusion the proposed uses on the site would seek to maintain and provide additional community facilities and services accords with policy CF2.

(ii) Scale and position of development proposed

25. The proposed building would include elements that are single, one and a half and two stories. The existing building is single storey. Policies G6 and E5 of the SOLP require development such as this to be of a scale that is appropriate to the existing site and surrounding area.
26. Concern has been raised by neighbouring residents that the proposed building would impact on their properties due its positioning and size, particularly the two storey element. The flat roof element of the building has also raised concerns that it would be a health and safety risk as young people may climb on it. There are also concerns that it is not acceptable to remove all the existing trees and planting as this will impact on the character and appearance of the site.
27. The nearest residential property (31 Clapcot Way) to the proposed building is directly to the east with the nearest elevation of this property being approximately 7 metres from the eastern elevation of the proposed building. The nearest elevations of the properties to the west would be approximately 12 metres from the proposed building. The new building would be located no

further forward than the existing building line on the south side of Clapcot Way. It has also been located no further to the east than the footprint of the existing building on the site to maintain a buffer zone between the nearest residential property. In general the footprint of the new building would be constructed over the footprint of the existing building on site, although the new building would provide (approximately) an additional 135sqm of floorspace.

28. The new building is predominately single, or one and a half storey with the two storey element (to accommodate first floor office accommodation) positioned on the eastern wing of the building nearest to 31 Clapcot Way. A number of high level windows have been included in the ground floor eastern elevation of the building that faces 31 Clapcot Way to avoid overlooking and there are no windows proposed in the first floor level accommodation on this elevation. The building has been designed with a flat roof in order to reduce its mass and scale. This has been done to address previous concerns that a pitched roofed building would be overbearing. It is no higher than any of the surrounding residential properties.
29. The applicant has confirmed that the building has been designed in consultation with local crime prevention officers to reduce the risk of people climbing onto its roof. The building has overhangs, flush window frames and climb resistant drainpipes and railings which should prevent people accessing the roof.
30. The application proposes the replacement of existing trees and planting on the site with new specimens, particularly along the site boundaries and around the proposed car parking area in order to provide screening with neighbouring properties. A tree survey was carried out by the County Forester prior to the submission of the application. This was submitted with the application. The County Forester considers that the site does not have any trees of great merit. He raises no objection to their removal and considers that their replacement with semi-mature specimens would result in an improvement in the landscaping of the site.
31. In my view the scale and position of the building is acceptable and there is no conflict with policies G6 and E5 of the SOLP. The general footprint of the building would not be significantly different from the present situation, the car parking area remains in the same general area and the rear hard play area would remain, together with the majority of the outdoor spaces.
32. Although the new building would incorporate an extra 135sqm of floor space I do not consider this unacceptable on a site of this size. A two storey element to the building has been introduced, however, the mass of the building has been kept down with the use of a flat roof. The building would be no higher than the eaves level of the adjacent residential properties. Whilst flat roofs are not always desirable I consider that in this instance a flat roof is acceptable because it will reduce the scale of the building and lessen its impact on the surrounding area. No window openings are proposed at first floor level overlooking the adjacent neighbouring property to the east so there would be no loss of privacy to that house. The ground floor windows on the eastern

elevation should also not impact on the privacy of neighbours due to their height, but to ensure privacy, a condition can be attached to require these to be glazed with obscure glass. Distance has also been maintained between the neighbouring properties and the proposed building by maintaining buffer zones along the western and eastern boundaries. The building has also been positioned to maintain the existing building line on Clapcot Way.

33. I also consider that the landscaping proposals accord with SOLP policies D8 and C9 and would improve the landscape quality of the site internally and provide screening from outside of the site. Planting and a new 1.8 metre high close boarded fence are also proposed along the site boundaries to maintain privacy and security. A condition should be imposed to require that precise species, numbers and size of planting are agreed before the development is started.

(iii) Design of the proposed building

34. The new building would be a modern one that does not reflect the style of the surrounding residential properties in this part of Wallingford. The proposed building aims to be a focal point for the local community by the use of a contemporary and modern design, it does not seek to mimic the surrounding residential styles. Policy CC6 of the RSS requires new development to respect and where appropriate enhance the character and distinctiveness of settlements whilst encouraging innovative design to create a high quality environment and sense of place. Policies G6, E5 and D1 of the SOLP also require that new development is of a high quality design and should be in keeping and respect the character and appearance of the surrounding area. Policy D8 of the SOLP also requires that new development should incorporate high standards of energy efficiency.
35. Comments have been received that the design and appearance of the proposed building is unacceptable in a residential area. Options for a design that reflected the residential appearance of buildings surrounding the site were previously considered by the applicant but as discussed previously in this report the applicant has taken the view that such a design would not be appropriate because of the need to limit the mass and scale of the building.
36. The materials of the building have been selected with the intention to enhance the existing environment and create an exciting centre for the area. The application drawings show elevations using vibrant colours. These have been shown primarily for illustrative purposes and a final colour scheme for these elevations has not been agreed. Concern has also been raised that aluminium cladding on the building is inappropriate as it is an unsustainable material. The use of this material is proposed only on limited areas of the building to create an element of interest in the design of the building.
37. This building would not be located in an area of historic or conservation interest. Policy advice however is that new development should still respect the character and appearance of the surrounding area. The surrounding area is predominantly made up of brick built, two storey, semi-detached properties

although there is an old peoples home nearby and also a primary and secondary school. In my opinion the use of a modern design different to the surrounding residential styles is acceptable in this instance given that it has been selected to provide a building of interest, distinctiveness and a focal point for the local community. This would be a public building with different uses and functions to those surrounding residential properties. As such I consider that the use of a modern design would not only improve the appearance of the site but also allow it to fulfil its role as a community building with community uses. I do however consider that it is important that the final choice of the colour of materials is agreed through condition to ensure that they are sensitive to their surroundings.

38. Planning policy requires new development to incorporate high standards of sustainable design. The new building would include a number of features which seek to make it as energy efficient as possible. These have however been limited due to the size of the development proposed and limits on funding for additional features.

(iv) Impacts on local people

39. The proposed building would be in a residential area and there may be an impact on local people from the building itself, the proposed uses on the site or other associated issues such as increased traffic. SOLP policies CF2, E5 and D2 require that new development does not impact on amenity or give rise to traffic or highway safety concerns. In particular policy CF2 supports the provision of community facilities provided that there is no overriding amenity, environmental or traffic objections.
40. Objections have been received that the development will impact on local people. These include noise and disturbance from increased hours of use of the new building and floodlights and there will be an increase in traffic on surrounding roads. Concerns have also been raised from Transport Development Control (TDC) officers that the originally proposed parking layout would not be safe.
41. The new youth centre would not increase its hours of use from current levels. At present it operates no later than 9.30pm Monday to Friday and between 1pm-3pm during Saturdays. The times at which the youth centre is open to the public vary during each day of the week. For example, on Mondays it is open 3 times a day to the public (9.30-11am, 4-6pm and 7-9.30pm) whilst on Tuesdays, Fridays and Saturdays the centre is only open one session a day (2-5.30pm, 7-9.30pm and 1-3pm respectively). The centre does not open on a Sunday.
42. The children's centre would be a new use on the site. Activities associated with it would be indoor based and should not generate significant noise levels. The hours of operation would be limited to week days and it would only be open to the public 9am-11.30am Monday to Thursday and 1pm to 3pm Monday and Thursday. The centre would not be open to the public outside of

these times, including Fridays and at the weekends although staff are likely to be on site outside of these times during weekdays.

43. The Youth Services office accommodation would be open for use by staff Monday to Friday 9am-5.30pm.
44. The use of the floodlights on site is not proposed to increase from the current level which is 3 or 4 evenings a week (Monday to Friday) with the latest use of the lights being 9.30pm. The application states that the existing floodlights would be upgraded but their positions and height will not alter. To ensure that the upgrading of these lights does not impact on amenity a condition can be imposed to require their final design and levels of light spill to be submitted and agreed prior to installation. The upgrading of the lights would also involve the installation of time controls which would ensure that the lights automatically switch off by 9.30pm. This could also be required through condition.
45. The Environmental Health Officer raises no objection to the proposal subject to conditions to control the hours of opening of the building. Whilst the proposal would lead to an increase in use of the site during the weekday day time the new uses introduced would not operate earlier than 9am and no later than 5.30pm and would not be significant noise generators. The only use outside of these times would be from the youth centre but these are not proposed to increase from their current times. To ensure that the hours of use of the building are limited to the times set out above, conditions can be attached to any permission to reflect these. In my view there would not be any additional adverse impact on the amenity of residents from retaining the existing use on the site or the new uses proposed and as such I consider that the development complies with policy CF2 and E5 of the SOLP.
46. Transport Development Control (TDC) originally submitted a holding objection to the application as they were concerned with the safety of the car parking layout, in particular the proximity of the car parking spaces to the vehicle entrance. As a result of these concerns discussions have taken place between the applicant and TDC which have sought to agree changes to the car park layout to improve its safety. TDC are now satisfied with these proposed changes and have withdrawn their holding objection. The changes would alter the car parking layout from that shown in the application and a condition could be attached to require a plan of these changes to be submitted and agreed before any development commences.
47. The children's centre would attract visitors which would, in the majority, arrive on foot from the local surrounding residential areas. Visitor numbers to the youth centre would not alter notably from current levels and visitors would be predominantly teenagers who walk to the site from surrounding residential areas. As discussed earlier in this report youth workers based here would use the new building space as drop in office accommodation between visits and meetings rather than regular office accommodation for the duration of regular working hours. Trips to the site by private cars would be staggered throughout the day which would limit the number of vehicles arriving and parking on the

site at any one time. The proposed car parking area is not intended solely for office accommodation workers, staff at the youth centre and children's centre would also share this space.

48. The proposed development would be for community use and I consider that as it is within a residential area it would be well located to serve local needs and allow for people to access it by foot. However, given that this would be the only children's centre in Wallingford and office space is proposed, it is inevitable that there will be some additional trips to the site by private car. TDC have raised no objection to the proposal (and have not requested a Transport Assessment) and consider that, subject to a revised car parking layout plan, the development does not give rise to any highway safety concerns. In light of the above comments it is my view that although the development would result in a limited increase in traffic on surrounding roads the development is acceptable in highway terms and would be consistent with policies CF2, E5 and D2 of the SOLP. A Travel Plan should be developed for the site that takes account of the proposed changes to its operation. This can be required through condition.

(v) Other points raised

49. A number of other comments have been received questioning information contained in the application or seeking further clarification. These are addressed in turn below.
50. Concern has been expressed that the land on which the redevelopment will take place might be contaminated. The applicant has confirmed that a Ground Investigation survey was carried out in September 2009 and the subsequent report concluded that there are no contaminates on the site. A condition can be attached requiring a report to show this prior to the commencement of any works.
51. An objector has expressed concern that the hardstanding at the front of the site would increase the risk of flooding to neighbouring properties. All hardstanding would use permeable paving which would combine with a sustainable drainage system. The Environment Agency have raised no objection to the development and I consider that the proposal is acceptable subject to a condition requiring these sustainable drainage measures being first submitted, approved and then implemented. There has been a comment that the building would use foul sewage drains to dispose of surface water. The applicant has confirmed that surveys have been undertaken before the submission of the application and that the surface water drains serving the site have been identified. I recommend that a condition is attached requiring final details of these surveys to be submitted and agreed before development commences on site.
52. The question has been asked as to whether alternative sites have been considered for the development. The current site has been proposed for the new youth centre as it already operates from this site. An appraisal was undertaken by Officers in the Children, Young People and Families

Directorate to consider whether there were alternative sites for the Children's Centre. The findings of this appraisal were that this site was considered the most appropriate due to its location and proximity to possible users.

Conclusion

53. In conclusion this proposal would provide the opportunity to enhance the existing appearance of the site and provide an improved community facility for Wallingford. Although concerns have been raised about the intensifying of use of the site and its impact on the local area, its design and scale is acceptable and in my view there are no overriding amenity, environmental or traffic concerns. Conditions can be attached to any consent given to control how the site would operate and mitigate any adverse effects on neighbouring residents. As such I consider that this proposal is acceptable on its planning merits and recommend approval subject to the conditions outlined below.

RECOMMENDATION

54. **The Committee is RECOMMENDED to approve Application Number R3.0181/09 for the demolition of existing youth centre building and erection of replacement building to provide youth centre, children's centre and ancillary youth services office accommodation. Creation of new vehicular and pedestrian access off clapcot way; formalisation of existing parking area to provide 14 dedicated parking spaces (including 1 disabled space); 12 cycle parking spaces; new boundary fencing and treatments and replacement/ new planting and landscaping, subject to conditions to be determined by the Head of Sustainable Development to include the following matters:**
1. **That the development must be carried out strictly in accordance with the particulars contained in the application and the plans accompanying subject to conditions below.**
 2. **That the development shall commence within 3 years of the date of the permission.**
 3. **That samples of the external materials proposed to be used shall be submitted to and approved in writing by the Head of Sustainable Development prior to the commencement of development.**
 4. **That no development shall take place until the trees on the site which are to be retained and which are adjacent to or within the development area, have been protected during building operations by means of a protective fence around the edge of the canopy of the trees.**
 5. **That the site be landscaped and planted with trees (including replacement trees) and shrubs in accordance with a comprehensive planting and landscaping scheme first approved by the Head of Sustainable Development.**
 6. **That all planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting**

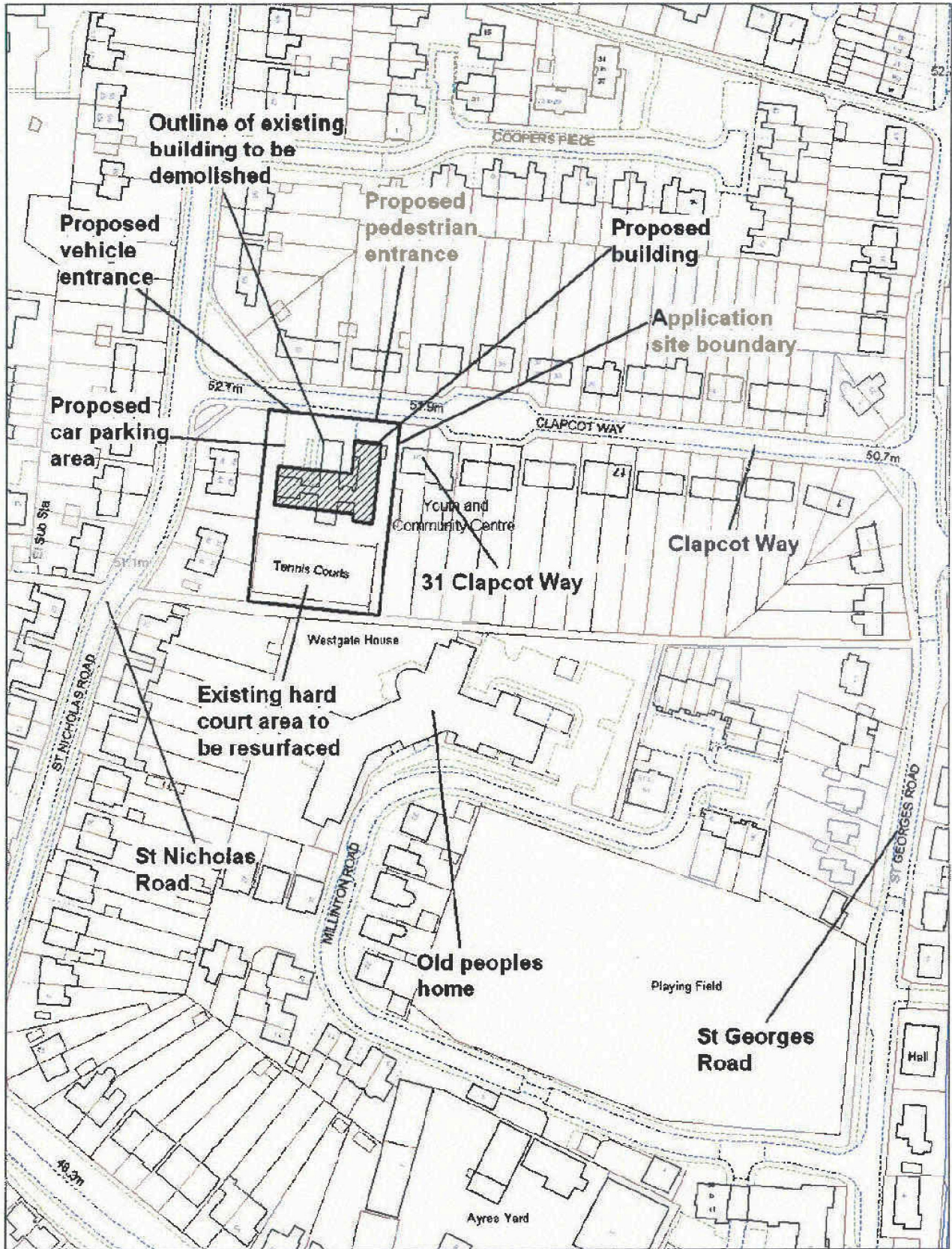
- season following the occupation of the buildings or the completion of the development, whichever is the sooner.
7. That prior to the commencement of the development full details of all boundary treatments (including fencing to the front of the site) should be submitted to and approved by the Head of Sustainable Development.
 8. The hours of operation of the Youth Centre shall be restricted to between 9:30am and 9:30pm Monday to Friday and 1:00pm – 3:00pm Saturdays.
 9. The hours of operation of the Children’s Centre for use by the public shall be restricted to between 9:00am and 3:00pm Monday to Thursday.
 10. The hours of use of the Youth Services office accommodation shall be restricted to between 9:00am and 5:30pm Monday to Friday.
 11. There shall be no use of the building or the external play areas on Sundays.
 12. That the windows on the eastern elevation of the proposed building shall be frosted or glazed with obscure glass.
 13. That prior to the commencement of the development full details of the proposed lighting, automatic timing equipment, cowlings and predicted light overspill levels for the existing outdoor pitch shall be submitted to and approved by the Head of Sustainable Development.
 14. The lighting for the existing outdoor pitch shall be used Monday to Friday only and shall not be used after 9.30pm.
 15. That prior to the commencement of the development details of a revised car parking layout and vehicle and pedestrian access points shall be submitted to and approved by the Head of Sustainable Development in consultation with the Local Highway Authority. Any details approved shall be implemented before the development is brought into use.
 16. That prior to the commencement of the development a scheme for the provision of additional adequate, convenient, secure and covered cycle and scooter parking shall be submitted to and approved by the Head of Sustainable Development and any such scheme implemented before the development is occupied.
 17. Within 6 months of the first occupation of the proposed building a Travel Plan for the site shall be prepared and submitted to the Head of Sustainable Development.
 18. That prior to the commencement of the development details of a sustainable drainage scheme for the proposed site shall be submitted to and approved in writing by the Head of Sustainable Development.
 19. That prior to the commencement of the development details of the surface water drainage system serving the site shall be submitted to and approved in writing by the Head of Sustainable Development.

20. That prior to the commencement of the development a Ground Investigation Report shall be submitted to and approved by the Head of Sustainable Development.
21. Raised barge boards on the existing building should be carefully lifted and removed by hand in advance of demolition taking place.
22. Vegetation removal should not take place during the bird breeding season, which is March-August inclusive. If any trees and/or bushes need to be removed during this time, they will need to be checked over by an ecological consultant immediately prior to removal to ensure there are no nesting birds present. If nesting birds are present, the vegetation cannot be removed until the birds have fledged.
23. If any protected species not initially surveyed for are found at any point, all work should cease immediately. Work should not recommence until a full survey has been carried out, a mitigation strategy prepared and licence obtained (if necessary) in discussion and agreement with Natural England.

CHRIS COUSINS
Head of Sustainable Development
Environment & Economy

Background Papers File Ref: R3.0181/09 8.3/6089/30

December 2009



Reproduced from Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Oxfordshire County Council Licence number 100023348

Scale: 1500
 Plot Date: 02/12/09
 By: PF

This plan shows only an indication of the proposed development and should not be scaled from

This page is intentionally left blank

Contact Officer: John Hamilton, Tel: 01865 815584

Division(s): Chalgrove

PLANNING & REGULATION COMMITTEE – 11 JANUARY 2010

DEMOLITION OF DETACHED TEMPORARY CLASSROOM/ COMMUNITY RESOURCES BUILDING AND BRICK BUILT STORE AND THE ERECTION OF A SINGLE STOREY BUILDING TO PROVIDE A CHILDREN'S CENTRE, AND THE ERECTION OF EXTENSIONS TO THE EXISTING SCHOOL TO PROVIDE A REPLACEMENT CLASSROOM AND COMMUNITY RESOURCES FACILITY, A READING ROOM AND A REPLACEMENT STORE ALONG WITH ASSOCIATED EXTERNAL WORKS

Report by Head of Sustainable Development

Location: Great Milton C of E School, The Green, Great Milton

Application No: R3.0188/09

District Council Area: South Oxfordshire

Introduction

1. This is an application for the removal of an existing temporary building used as a classroom and for community purposes, demolition of a brick built storage building and the erection of a detached single storey building to provide a children's centre on the school site. The application also involves the erection of extensions to the existing school building to provide replacement accommodation for the temporary classroom and community use building and the store, together with the creation of a new reading room for the school.
2. The children's centre element of the application forms part of the strategy aimed at ensuring that by 2010, every community is expected to be served by a Sure Start Children's Centre offering permanent universal provision of childrens' services across the country so that every child is given every opportunity to get the best start in life.

Location

3. Great Milton is located about 16 km (10 miles) east of Oxford. The M40 passes about 1.2 km (0.75 miles) to the north of the village and the A329 Thame-Wallingford Road about 300 metres to the south.

The Site and its Setting

4. The Primary School is located centrally in this linear village on the eastern side of the settlement. The existing school buildings are situated in the north west corner of the school site immediately behind the residential properties that front onto Lower End. The school playing field areas are to the east and south of the main school buildings.
5. Immediately to the north are allotment gardens and to the east open agricultural land. The village recreation ground abuts the school to the south. Residential properties abut the site to the west. The latter are included within Great Milton Conservation Area (see Plan 1).
6. There are a number of trees within the school site including along the access road to Lower End.

Details of the Development

7. This planning application can be divided into two elements; a new children's centre and extensions to the existing school building.
8. The Sure Start Childrens' Centre programme is a vital part of national government's ten year strategy aimed at enabling all families with children to have access to an affordable, flexible, high quality childcare place for their child. Local authorities, including the County Council, have been given strategic responsibility for the delivery of children's centres. Phases 1 and 2 of the children's centre programme were approved in 2005 and 2006 and have been aimed at those areas in greatest need for the services. The Great Milton project is part of Phase 3 of the programme and is aimed at improving access to services for families living in less disadvantaged and more affluent areas. The services to be potentially provided from the centre would include outreach services to vulnerable families and communities (this would be home support i.e. the centre staff would go to them) plus amongst other things:
 - Drop-ins for parents and their young children (where information, advice and staff support would be available)
 - small groups for parents e.g. delivering parenting programmes
 - delivery of health services such as post and ante natal groups
 - provision of advice and information e.g. how to find childcare and adult learning provision
 - one to one advice, information and support sessions
 - small meetings of practitioners from a range of social and care professions
 - a variety of Stay & Play opportunities.
9. The children's centre is proposed to be a free standing independent building located in close proximity to the school entrance so that it can function independently of the existing school activities and not compromise them, but can be easily seen by visitors to the school without compromising school security.

10. The proposed building measures just over 24m by 9m and would be sited immediately to the south of the main entrance into the school (see plan 1). It would be brick built with a clay tiled roof to match the existing school buildings. The height of the building would be 4.3m to the roof ridge line, and 2.3m to eaves level. There would be a gap of 1.2m between the new building and the boundary wall running along the rear of the gardens of adjacent properties (Clematis Cottage, Woodbine Cottage and Old Cottage). An existing single storey brick built storage building and three trees would be removed to make way for the new building.
11. The second part of this application proposes three extensions to the existing school building. The existing school comprises a single storey brick built development incorporating shallow pitched tiled roofs with gable ends. The school hall area is higher than the rest of the building. The extensions proposed are:
 - (a) a classroom/community resources extension attached to the northern elevation of the school. The extension would be built in brick with a pitched roof to match the existing building. It would be linked to the school via a small flat roofed lobby area. As part of the proposal the temporary classroom building that previously provided a classroom and community resources accommodation would be removed from the site. A single tree on the northern boundary would also have to be removed;
 - (b) a flat roofed infill extension on the eastern elevation of the building. Again it would be brick built to match the existing building;
 - (c) a small lean-to extension to the west elevation to provide a replacement furniture store for the storage building to be removed. The store extension would be brick built with a tiled roof to match the existing.
12. The school has 16 parking spaces in regular use within the school site. These are provided as properly constructed parking bays, on tarmac widening of the road along the access driveway and on an area of hardstanding closer to the school building. The proposed extensions to the school do not involve any increase in staff or pupil numbers to the site. No additional parking is proposed in connection with this element of the development. As part of the children's centre project, it is proposed to provide 3 additional on site parking spaces. Given the restrictive nature of the site, these spaces may not be to full parking specification.
13. At the time of the original submission of the planning application, it was the intention that temporary parking accommodation be provided on the adjoining recreation ground for the duration of construction (it is proposed to use the existing school car park as the contractor's compound for the period of building works). This option is not now available and the project architect is looking to secure alternative temporary parking arrangements close to the school.

Consultation Responses

14. South Oxfordshire District Council – object for the following reasons:

- Children’s centre
 - Have concerns with the size and location of the building. Given its location it will affect views into and out of the conservation area from the High Street/Lower End eastwards. The building fails to reinforce local distinctiveness and is therefore harmful to the character, appearance and setting of the conservation area. It is therefore contrary to Policy CON7 of the South Oxfordshire Local Plan.
 - In addition there are concerns over the impact on neighbouring properties. The trees to be removed are of low amenity value but do provide a degree of screening to adjacent properties. The proposal would have an oppressive and overbearing impact on the neighbouring dwellings. The proposal is therefore contrary to Policy CF2 of the South Oxfordshire Local Plan.
 - The canopy proposed to the north west elevation of the new building would be very close to the Sugar Maple tree (a high quality tree in the conservation area). Such proximity could lead to pruning of the tree in the future contrary to Policy C9 of the Local Plan.
- Reading Room extension – no objection.
- Furniture Store – no objection.
- New classroom/community resources extension
 - Will require the removal of an important tree and will have significant impact on another. Although loss of the trees will have a limited impact on the amenity of the area, it will have a detrimental impact on the ecological, environmental and social benefits the trees bring to the school. The development is therefore contrary to Policy C90 of the Local Plan.

Great Milton Parish Council – Whilst supporting the proposed upgrading of the school facilities, the Parish Council originally objected to the children’s centre on the following grounds:

- severe inaccuracies in the supporting documentation
- overdevelopment of the site
- encroachment on the conservation area
- strong objections from neighbours

Following a meeting at the Parish Council, attended by the project architect and council officers, further information has been submitted and consulted on. As a result, the Parish Council have commented as follows:

The re-submitted proposal corrects the errors of the original submission but there are no other tangible differences to the original proposal. None of the issues raised in our objections have been addressed and our objections remain. In summary, the Parish Council supports the principle of childrens' centres, but is opposed to the establishment of the proposed centre in Great Milton for the following reasons:

- Suitability of location
 - supply driven, not demand led;
 - conclusions are based on flawed data;
 - needs inadequately researched;
 - inappropriate motivation;
 - inappropriate and misleading propaganda from the school.
- Funding
 - long term availability of funding;
 - misuse of budgets.
- Impact on immediate neighbours.
- Traffic generation, parking and safety.
- Impact on the conservation area.
- Overdevelopment of the site.

Environment Agency – No objection. Applicant should consider the drainage of surface water from the site using a sustainable drainage approach to surface water management.

English Heritage – Do not wish to offer any comments. The application should be determined in accordance with national and local policy guidance, and on the basis of your specialist conservation advice.

County Archaeologist – The building lies within an area of some archaeological interest. However, it would seem unlikely that the small scale nature of the proposals would justify an archaeological investigation. Archaeological Informative is required.

Transport Development Control

- The Travel Plans team know from experience that where schools have children's centres, there tends to be an increase in the number of journeys to the site by non sustainable means. It is important that the headteacher and manager of the children's centre work together to lessen

the impact of these additional journeys on the school and local community.

- Concerned that the children's centre will give rise to an increase in vehicles parking on the site. Recommend that the area currently not dedicated as parking be made available as an overspill parking area.
- There is no indication of how the construction phase will be managed. If no agreement can be secured for off-site parking during building works, would be concerned that vehicles may park on the surrounding highway network. Further consideration needs to be given to temporary parking provision during construction phase and further information is needed about how parking is to be managed during this period.
- A further response from Transport DC adds:
 - Further information on temporary parking arrangements is required to be submitted to the local highway authority.
 - Reference is noted of the provision of 3 extra parking spaces as overspill parking. The school is to update its existing Travel Plan. Both of these are considered acceptable to the local highway authority. A condition should be included to require the submission and agreement of a construction traffic management plan.

County Forester

- The loss of the tree to allow for the classroom/community resources extension would not be significant in amenity terms. Indeed there may soon be a need to reduce the number of trees in this part of the site to allow the better trees to develop to their full potential as specimen trees.
- The construction of pile and beam foundations can be undertaken in the development to minimise damage to tree roots. Root protection areas are required for trees to be retained.
- The reading room and store extensions have no direct affect on trees.
- The children's centre has similar tree issues to the classroom extension. There is no reason why this building cannot be constructed, with little or no damage to tree roots, provided adequate care is taken.

County Ecologist – No objection subject to conditions to cover the following issues:

- Existing pond not to be removed until a new pond is created in a location to be agreed. Existing pond should be removed outside the months of August, September and October.
- No trees to be removed except between September and February (to avoid bird breeding season).
- Habitats for bats should be created in the new buildings.

- If works are planned after April 2010, further protected species surveys will be required.
- If any protected species found, all work to cease and details of a strategy and securing of a licence to deal with them agreed with Natural England before work can re-commence.

Third Party Representations (copies of these letters are available in the Members Resource Centre)

15. 5 responses of support have been received to the application.
16. 20 members of the public have objected to the planning application. Whilst a number of these responses also support the proposed extensions to the school, they object to the children's centre. The objections cover a range of points, including:
 - traffic congestion and associated problems already exist around the school, this proposal will only add to these problems
 - no genuine parking solution has been put forward. Even a temporary site to cater for construction has not been found
 - size and location of children's centre is excessive and involves a clear overdevelopment of the site
 - Great Milton is not an area of deprivation the majority of the target market (i.e. disadvantaged families) does not live in the village
 - public transport links to and from the village are inadequate and would lead to increased use of private transport to access the site
 - Children's centre should be located in existing accommodation rather than a new building where future funding may be in doubt
 - siting, mass and design of building is harmful to character of this part of the village – a conservation area with a number of listed buildings
 - overbearing and intrusive on nearby properties, especially Clematis Cottage and Woodbine Cottage
 - choice of location for children's centre is based on flawed information, site was not chosen by a competitive procurement process. It was chosen as it was the only site that put itself forward
 - irresponsible to construct a new building at considerable expense when there is considerable office and storage space available locally
 - Consideration of alternative sites

- the 'hub' to service a wide area should be centrally located in that area. Great Milton is not central, and not as accessible as other locations e.g. Wheatley
- inaccuracies in the documentation supporting the application
- proposed light pollution from the development
- proposal is not about creating a resource for the local community – it is about spending a grant because it is available
- Children's centre should not receive visitors until 9.30 am and no visitors after the school closes, thereby avoiding the busiest times
- loss of trees
- village does not have the infrastructure to support such an application
- proposal does not represent sustainable development

Relevant Planning Policies

17. The South East Plan Spatial Strategy 2026 (RSS)

CC1 – The principal objective of the Plan is to achieve and to maintain sustainable development in the region.

CC6 – Development should i) respect, and where appropriate enhance the character and distinctiveness of settlements and landscapes; and ii) use innovative design process to create a high quality built environment which promotes a sense of place.

BE1 – Local authority to use opportunities associated with new development to help provide significant improvements to the built environment.

BE6 – Local authority to support proposals which protect, conserve and where appropriate enhance the historic environment and the contribution it makes to local and regional distinctiveness and sense of place.

NRM4 – In considering planning applications local authorities in conjunction with the Environment Agency should require incorporation and management of sustainable drainage systems and other measures to minimise direct surface water run-off.

18. South Oxfordshire Local Plan 2011 (SOLP)

G2 – The district's countryside, settlements and environmental resources will be protected from adverse developments.

G6 – Planning permission will not be granted for proposals which are not of a high quality and inclusive design, which fail to protect and reinforce local distinctiveness, or which are of a scale or type that is inappropriate to the site and its surroundings.

CF2 – Proposals that would result in the provision of additional community facilities or services within settlements will be permitted, provided that there are no overriding amenity, environmental or traffic objections to the proposals and that there is no conflict with the other policies in this plan.

D1 – The principles of good design and the protection and reinforcement of local distinctiveness should be taken into account in all new development through:

- (i) the provision of a clear structure of spaces;
- (ii) providing for a choice of routes and transport modes to the development;
- (iii) providing landscape structure as a framework for new development;
- (iv) respecting the character of the existing landscape;
- (v) respecting distinctive settlement types and their character;
- (vi) providing good quality site and building design and appropriate materials; and
- (vii) providing well-designed external areas.

C9 – Any development that would cause the loss of landscape features will not be permitted where those features make an important contribution to the local scene.

CON7 – Permission will not be granted for development which harms the character or appearance of a conservation area. Proposals for development outside a conservation area which would have a harmful effect on the conservation area will not be permitted.

Comments of the Head of Sustainable Development

19. In my view, the main issues for consideration regarding the planning merits of this application relate to:
- (i) the acceptability of the proposed use on the site;
 - (ii) the size and scale of the development proposed and impact on neighbours
 - (iii) the design of the proposed buildings and their impact on the setting of the conservation area
 - (iv) the impact on trees within the site
 - (v) the traffic and parking implications of the development.
- (i) The acceptability of the proposed use on the site
20. This proposal involves the improvement of education provision at this school by the extensions proposed. In addition it proposes a children's centre, one of a number of centres that are currently proposed (and have been approved) on

primary school sites across the county. Policy CF2 of the SOLP supports, in principle, the provision of additional community facilities provided they do not conflict with other planning policies, whilst Policy CC1 of the RSS seeks to achieve sustainable communities. It is my view that the school building extensions are acceptable, and that the loss of one tree in order to construct the classroom extension on the northern elevation of the building, is more than outweighed by the benefits that the new accommodation would provide for the education of the children at the school.

21. The principle of allowing a children's centre on a primary school site is acceptable and similar proposals have been approved elsewhere in Oxfordshire. It would provide a valuable community service in accordance with Policy CF2 of the Local Plan provided that other issues (discussed later) are satisfactory or can be satisfactorily managed by conditions on any approval that might be given.

(ii) The size and scale of the development proposed and impact on neighbours

22. The existing school building is primarily single storey with the school hall element slightly higher. Policy G6 of the SOLP requires development to be of a scale that is appropriate to the existing site and surrounding area. The proposed extensions are low key and fit in with the scale of the existing building and as such I consider are acceptable. The children's centre building would be single storey and replace a smaller, single storey storage building. It would be in keeping with the scale of buildings on the school site.
23. The District Council has objected to this proposal on the grounds that its size and location close to the site boundary with neighbouring properties would have an overbearing and oppressive impact on these dwellings contrary to Policy CF2 of the Local Plan. This view is supported by a number of local residents.
24. The children's centre building would be sited immediately to the rear of the properties known as Clematis Cottage, Old Cottage and Woodbine Cottage. The building would be located 1.2 metres away from the rear wall which runs along the rear gardens of these properties. The garden wall is approximately 1.5m high. The dwellings have fairly long gardens, the western wall of the children's centre being 34m from the rear elevation of Clematis Cottage (the nearest property). The only windows in the western elevation facing the garden of the above properties are to be high level strip windows which would be obscure glazed.
25. Three trees would be removed within the footprint of the children's centre. Whilst both the County Forester and District Council agree that these trees are of low grade quality, it could be argued that they do form part of the screen of planting that residents currently enjoy. However, other larger, more significant trees in the locality would be retained and it is my view that, given the existence of the remaining trees, boundary wall and outbuilding to the rear of the gardens, the lack of windows with clear glazing overlooking the

residential properties, and the distance between the new building and the existing dwellings, the impact on the residential amenities of these properties through loss of light, privacy or the size of the new building is not significant. As such I disagree with the District Council on this point and consider that the children's centre building accords with Policy CF2 of the SOLP.

(iii) Design of the development and impact on the conservation area

26. As already mentioned the existing school comprises a modern, primarily single storey building which is fairly spread out and is broken up into linked smaller blocks. The proposed extensions and the detached children's centre building would be brick built with tiled roofs and to a design to match the existing school building. Policy CC6 of the RSS requires new development to respect and where appropriate enhance the character and distinctiveness of settlements to create a high quality environment and sense of place. Policies G6 and D1 of the SOLP also require new development to be of a high quality design and respect the character and appearance of the surrounding area. I consider that the new works proposed clearly reflect the design and appearance of the existing school buildings on this site and that it is preferable to reflect these buildings with common use, rather than surrounding residential buildings. I consider the design approach is consistent with the aim of the policy.
27. Comments have been received that the design and appearance of the new works, particularly the detached children's centre, are unacceptable especially located close to the old properties in the adjacent conservation area along Lower End. The school however is not within the conservation area and is tucked behind the older properties that front onto Lower End. Given this location, I consider it appropriate that any new buildings on the school site which relate to the school should reflect the design of the school rather than the character of the buildings in the conservation area.
28. Mention has been made that views from Lower End (and conservation area) to the east towards the school playing fields and views in the opposite direction would be affected by the construction of the children's centre building. Policy CON7 of the SOLP states that proposals for developments outside a conservation area, but adversely affecting it will not be permitted. Views from Lower End are already obscured by existing trees alongside the school access road, the existing furniture store and existing school buildings. Lower End is also some 40m away. In the light of this I consider that the views from Lower End eastwards would not be significantly affected by the construction of the children's centre.
29. Planning Policy requires new development to incorporate high standards of sustainable design (Policy CC1 of RSS). A measurement of the sustainable design and construction of a new development is the BREEAM (Building Research Environmental Assessment Method) rating. This project is aiming for a BREEAM rating of Very Good.

(iv) The impact on trees within the site

30. The proposal would result in the removal of a number of trees from within the site. None are within the conservation area nor are they protected by Tree Preservation Orders.
31. One tree would be removed to build the classroom/community resources extension on the north elevation of the main school building. The District Council consider this to be a good quality tree. They consider that although the tree has limited amenity value, its loss would have a detrimental impact on the ecological, environmental and social benefits the tree brings to the school. As such they consider the proposal conflicts with Policy C9 of the SOLP. The County Forester however has no objections to the removal of the tree (he agrees it is not significant in amenity terms). Indeed he considers that further trees may well need to be removed in this area for better trees to develop and thrive. The school are also prepared to accept the removal of the tree and I agree with the County Forester's view that removal of one tree is acceptable subject to remaining trees being properly protected by root protection area.
32. Three trees would need to be removed to build the children's centre. Both the District Council and County Forester agree that these trees are of low quality. I consider that their removal should not adversely impact on the visual amenities of the area, particularly as larger, more significant trees close by are to be retained. It is important that should permission be granted, appropriate tree root protection areas are agreed for these retained trees before any works commence on site. The County Forester does not raise any concerns relating to the proximity of a sugar maple tree (within the conservation area) to the proposed development.
33. In the light of the above comments, I consider that the impact of this proposal on trees within the site is acceptable and does not in my view conflict with the provisions of Policy C9 of the SOLP.

(v) Impacts on local people (including traffic implications)

34. The proposed site is close to nearby dwellings and visitors to the site have to access it through the village. SOLP policy CF2 requires that new developments do not impact on amenity or give rise to traffic or highway safety concerns. In particular this policy supports the provision of community facilities provided there is no overriding amenity, environmental or traffic objections.
35. From the responses received from local residents, the main objection to this application would seem to be the traffic generation that would be created by the new development and the impact this would have on residents around the school in particular and in the village in general.
36. The school has 16 parking spaces in regular use within the school site. There are also areas where overspill parking occurs on school occasions, although these are not designated as parking spaces by the school. The proposals for

the extensions to the school would not involve any increase in staff or pupils to the school so no additional parking is proposed as part of this aspect of the development.

37. It was originally proposed that there would also be no additional on-site parking as part of the children's centre development. This was based on the presumption that the children's centre staff are primarily 'outreach' staff who are out in the community much of their time. The view was taken by the headteacher and the centre manager that the existing parking arrangements were manageable and there was no need for extra spaces as the centre staff have already been operating from the school site since April this year. However, Transport Development Control are concerned that the children's centre will give rise to an increase in vehicles parking on site. The applicant has confirmed that 3 additional spaces can be provided on site as overspill parking. Although not to full parking specifications, Transport Development Control have confirmed they consider this is acceptable.
38. As well as parking for staff, the centre would also generate additional movements to the school site by the public. The intensity of the use can be gauged by an indication of the services the centre would provide (see paragraph 8). Like the majority of schools across the county, congestion can occur outside the school entrance at the beginning and the end of the school day. I would not wish to add to that congestion at that time and would recommend that, if planning permission is to be given, the hours that the children's centre is open to the public, should be controlled to ensure there is no conflict with peak hours for traffic to the school. Indeed in the supporting documentation with the application, it is proposed that the centre should not open before 9.30 am and should close by 2.30 pm during term time.
39. Transport Development Control are aware that locating children's centres on school sites can lead to an increase in the number of journeys to the site by non sustainable means. They consider it important that the school and children's centre work together to lessen the impact of these additional journeys on the school and local community. Updating the school Travel Plan to take account of this new development should go some way to addressing traffic concerns. Such a requirement should be the subject of a condition should permission be granted for this development.
40. Transport Development Control have also raised a concern about the temporary parking arrangements at the school during the construction period. The existing car park area would be used for the contractor's compound and access and would be lost therefore for this temporary period. Alternative provision should be secured before any consent is issued for this development. Initially, the intention was to use the nearby recreation ground for parking whilst building work took place on site but this is now not available. The project architect has been working as an alternative and is close to securing temporary parking provision at Combe Farm just over 300m to the east of the school, a five minute walk from the school (see plan 2). Transport Development Control is prepared in principle to accept these revised temporary parking arrangements subject to planning consent being obtained.

Other Matters

41. The responses received on this application have also raised two issues which I consider to be non planning matters in relation to the consideration of this application. Firstly, local residents and the Parish Council have raised serious concerns about the process and background work that the applicant has undertaken in reaching the decision to site the children's centre at Great Milton School and the funding that is available specifically for the children's centre development. How the applicant has arrived at the decision to site the children's centre at this school, and how the project is to be financed is not relevant to the consideration of the planning merits of the application that has been presented to this Committee for determination. It is important that the Committee concentrates on consideration of the planning merits of the application as submitted.
42. The applicant and project architect have also considered the feasibility of splitting this scheme into two separate applications, one for the school extensions and one for the children's centre (a suggestion of the Parish Council). They have concluded that the project can be delivered most efficiently and with least disruption to the operation of the school and minimisation of disturbance to the village through a phased construction programme for the whole scheme as this would involve the children's centre building being used initially for decanting purposes whilst other building work progresses.

Conclusion

43. This proposal would provide the opportunity to locate an important community facility for Great Milton as well as provide significantly improved educational accommodation at Great Milton School. My view on the main issues raised with this application are:
 - the siting of a building for use as a children's centre on the school site is appropriate given the linkages in use between the centre and the school
 - the scale and design of the development is acceptable, relating to the modern school building as it does
 - the children's centre building is to be located close to the boundary with neighbouring properties. Although some trees are to be removed, other more significant ones would be retained. In addition, the building is to be single storey, there would be no windows overlooking the gardens and the actual properties are some distance away. As such I consider that there should not be any significant adverse impact on the residential amenities of these neighbouring properties
 - the traffic concerns and adverse effects can be mitigated by the provision of on-site parking, the imposition of conditions to control the hours that the

children's centre can operate and the requirement for the school to update its Travel Plan to take account of this new development

- temporary parking provision must be provided for the duration of the construction period however and must be secured before any planning consent for this development is issued.

Subject to this latter proviso I consider that the proposal is acceptable on its planning merits and recommend approval subject to the conditions outlined below.

RECOMMENDATION

44. **The Committee is RECOMMENDED to approve Application No. R3.0188/09 (for the demolition of a temporary classroom/ community resources building and brick built store and the erection of a single storey building to provide a children's centre, and the erection of extensions to provide replacement classroom and community resources facility, reading room and replacement store, along with associated external works; at Great Milton C of E School) subject to:**

- (a) **the applicant first (before a permission is issued) securing and if necessary obtaining planning permission for suitable alternative temporary arrangements for parking for use by the school during the period of construction**
- (b) **to conditions to be determined by the Head of Sustainable Development to include the following matters:**
 - 1. **That the development must be carried out strictly in accordance with the particulars contained in the application and the plans accompanying subject to conditions below.**
 - 2. **That the development shall commence within 3 years of the date of the permission.**
 - 3. **That samples of the external materials proposed to be used shall be submitted to and approved in writing by the Head of Sustainable Development prior to the commencement of development.**
 - 4. **That no development shall take place until the trees on the site which are to be retained and which are adjacent to or within the development area, have been protected during building operations by means of a protective fence around the edge of the canopy of the trees.**
 - 5. **That the site be landscaped and planted with trees (including replacement trees) and shrubs in accordance with a comprehensive planting and landscaping scheme first approved by the Head of Sustainable Development.**
 - 6. **That all planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting season following the occupation of the**

buildings or the completion of the development, whichever is the sooner.

7. The hours of operation of the children's centre for use by the public shall be restricted to between 9.30 am and 2.30 pm Monday to Friday during term time.
8. The hours of use of the children's centre at other times (outside school hours) shall be submitted for agreement by the Head of Sustainable Development before any use of the Centre commences.
9. That the high split level windows on the western elevation of the proposed children's centre building shall be frosted or glazed with obscure glass.
10. That prior to the commencement of the development full details of any additional proposed lighting, shall be submitted to and approved by the Head of Sustainable Development.
11. That prior to the first occupation of the children's centre building the existing school Travel Plan for the site shall be updated and submitted to the Head of Sustainable Development for approval.
12. That prior to the commencement of the development details of a sustainable drainage scheme for the proposed site shall be submitted to and approved in writing by the Head of Sustainable Development.
13. Vegetation removal should not take place during the bird breeding season, which is March-August inclusive. If any trees and/or bushes need to be removed during this time, they will need to be checked over by an ecological consultant immediately prior to removal to ensure there are no nesting birds present. If nesting birds are present, the vegetation cannot be removed until the birds have fledged.
14. If any protected species not initially surveyed for are found at any point, all work should cease immediately. Work should not recommence until a full survey has been carried out, a mitigation strategy prepared and licence obtained (if necessary) in discussion and agreement with Natural England.
15. The existing pond shall not be removed until a new pond is created in a position to be agreed by the Head of Sustainable Development.
16. The existing pond shall not be removed except in the months of August, September and October. The pond shall be drained gradually and the plant material removed from it should be stacked by the side of the pond for at least 24 hours to allow any animals trapped to escape before the vegetation is removed.
17. Details of the proposals to create habitats for bats in the new buildings shall be submitted for agreement by the Head of Sustainable Development.

18. **If any works are planned to occur later than April 2010, the submitted protected species survey must be updated.**
19. **Details of proposals for the formation of 3 additional on site parking spaces shall be submitted and agreed by the Head of Sustainable Development before development commences.**
20. **Details of a construction traffic management plan (to include details of times of delivery of materials) shall be submitted and agreed by the Head of Sustainable Development before development commences.**

Archaeological Informative – if archaeological finds do occur during development the County Archaeologist shall be notified in order that he may visit the site and advise as necessary.

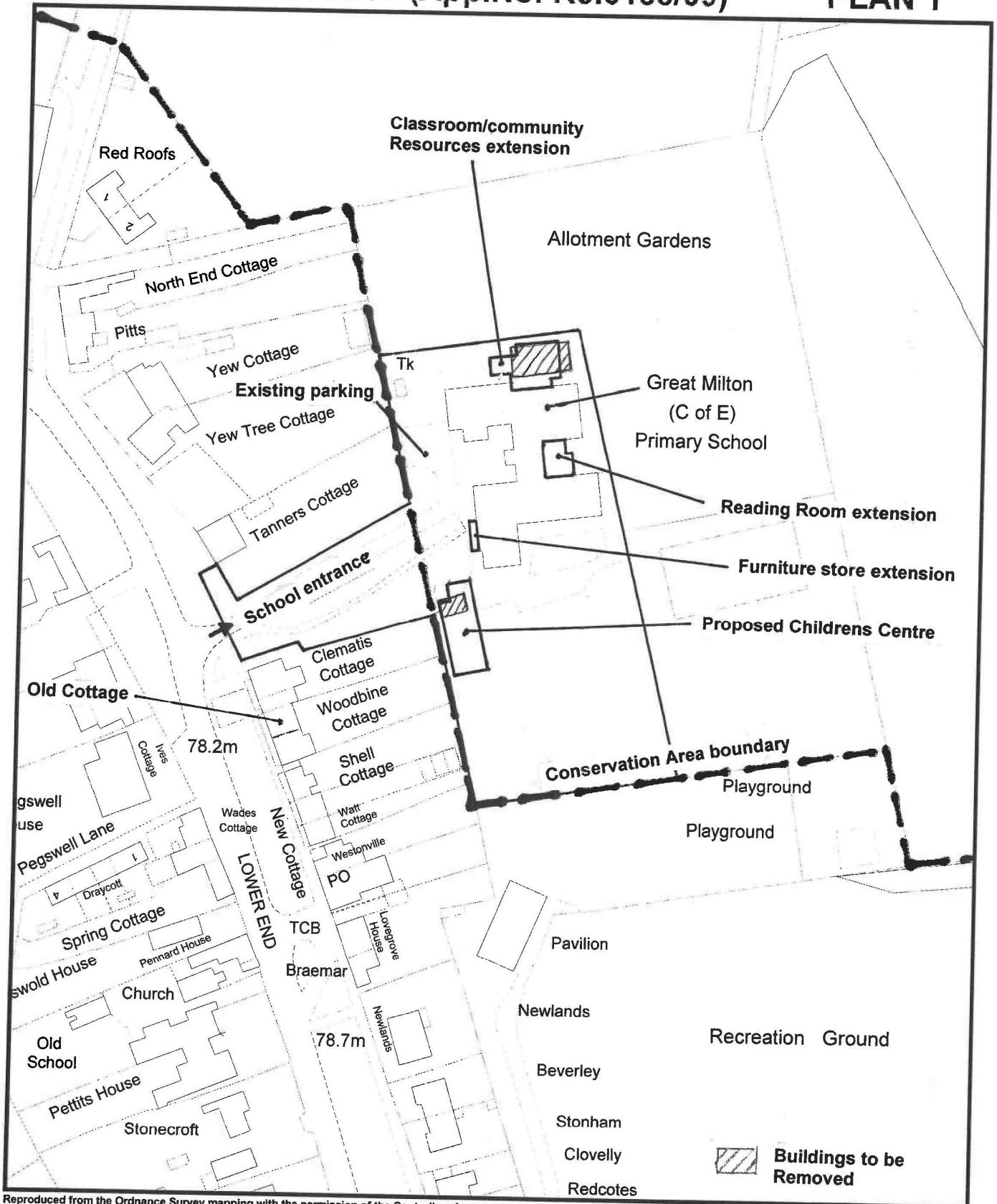
CHRIS COUSINS
Head of Sustainable Development
Environment & Economy

Background Papers: File Ref: R3.0188/09

December 2009

Great Milton CE School (App.No. R3.0188/09)

PLAN 1

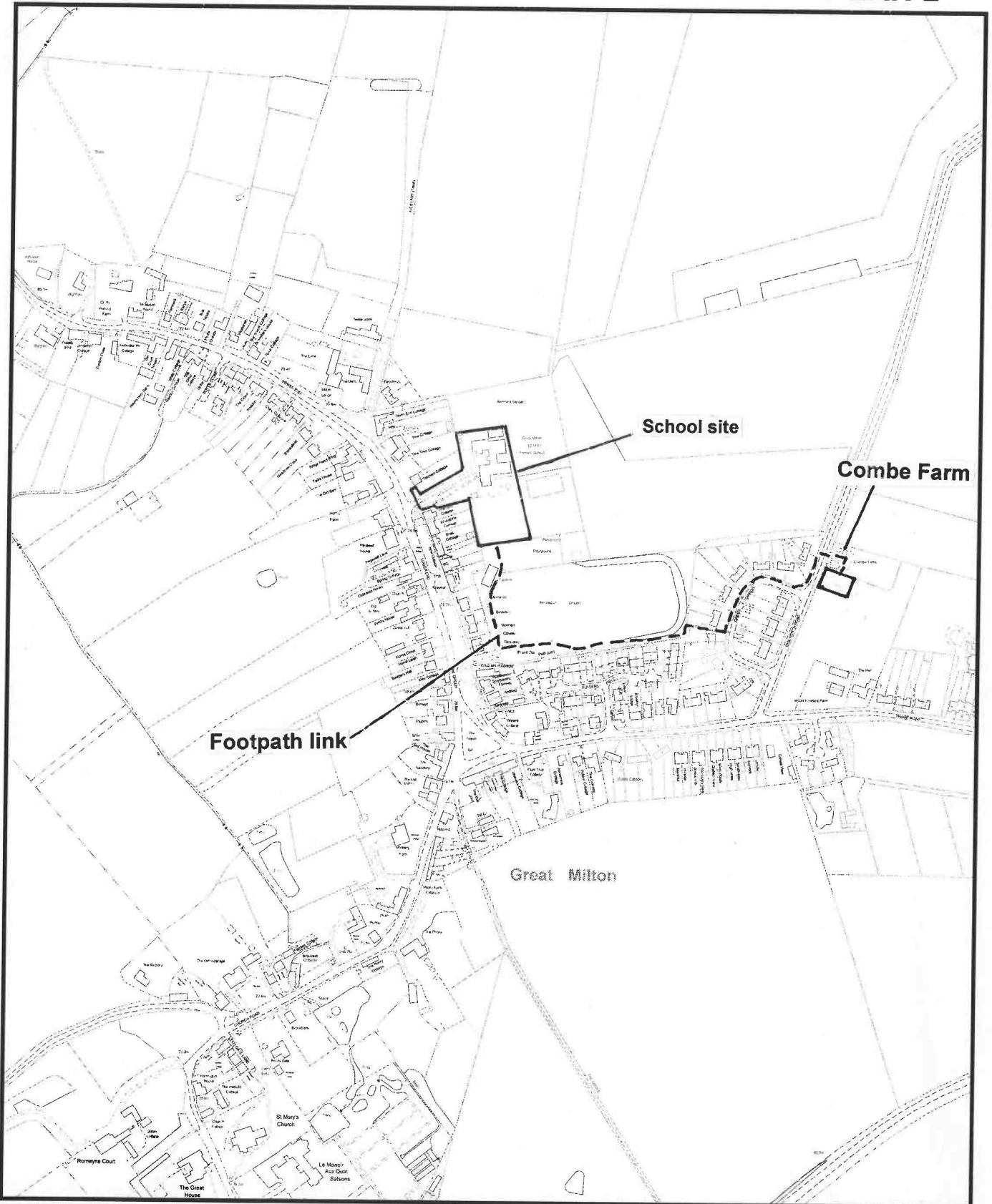


Reproduced from the Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationary Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright, and may lead to prosecution or civil proceedings. Oxfordshire County Council Licence No 100023343

Scale:1:1250
 Plot Date:17/12/2009
 By: jh
 Dept: ee

Great Milton CE School

PLAN 2



Reproduced from the Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright, and may lead to prosecution or civil proceedings.
Oxfordshire County Council Licence No 100023343

Scale:1:5000
Plot Date:17/12/2009
By: jh
Dept: ee

This page is intentionally left blank

Contact Officer: Chris Hodgkinson Tel : Oxford 01865 815872

Division(s): All

PLANNING & REGULATION COMMITTEE – 11 JANUARY 2010

PROGRESS REPORT ON MINERALS AND WASTE SITE MONITORING AND ENFORCEMENT

Report by Head of Sustainable Development

Introduction

1. This report updates members on the regular monitoring of minerals and waste planning permissions and on the progress of enforcement cases for the period 1 April 2009 to 31 December 2009.

Compliance Monitoring Visits

2. Oxfordshire County Council has always endeavoured to pursue and foster good working relationships with operators following the grant of planning permission in order to help to make sure that developments operate in line with permissions. The effective monitoring of sites can avoid problems developing and by acting in a proactive manner we act as a positive educator. This approach can avoid the necessity to act in a reactive way after problems emerge and ultimately can avoid enforcement action. We seek to promote good practice by:
 - (a) identifying and avoiding potential problems early or before they emerge;
 - (b) minimising the need to resort to enforcement or other action;
 - (c) encouraging good practice rather than applying sanctions to bad practice;
 - (d) reviewing and updating previous decisions by the County Council;
 - (e) facilitating regular liaison and dialogue between the operator, the public/local community representatives and the County Council.
3. A report is written following each site visit which can give a site a clean bill of health, result in subsequent changes by the operator to bring a site into compliance with the terms of its planning permission, or in a planning application being made to seek to regularise unauthorised activities on site.
4. Annex 1 to this report sets out the compliance monitoring visits that were carried out 1 April 2009 - 31 December 2009.

5. In order to try and achieve good environmental standards countywide, officers have committed to monitoring 194 planning permissions across all of the 118 mineral and waste related sites in Oxfordshire.
6. Of these sites, 49 fall within the remit of Regulations that allow the Council to charge a fee for conditions monitoring, in that they relate directly to the winning and working of mineral permissions or directly to land filling permissions. The 49 sites are as follows; 22 mineral sites, 19 land filling operations and 8 dormant sites.
7. The remaining non-chargeable sites include scrap yards, recycling operations, waste transfer stations, sewage works and composting operations.
8. Officers have determined the target number of visits for each site on a "risk assessment" basis for each site drawing on the following points:
 - (a) sensitivity of location
 - (b) size and type of development
 - (c) number and complexity of planning conditions
 - (d) number of issues requiring monitoring input
 - (e) the stage and pace of development
 - (f) whether the operator carries ISO 14001 (recognised best practice standards)
 - (g) breaches of planning control that are or have been observed
 - (h) complaints received about the site.
9. We keep the frequency of visits for each site under continual review against the above criteria to try and make sure that we direct staff time to the sites which need most attention. We also provide an opportunity for operators to enter into discussions about how officers have reached a decision on the number of visits scheduled in any one year.

Enforcement

10. Annex 2 to this report sets out the alleged breaches of planning control and the progress made on remedying those breaches.
11. All operators are made aware of any allegation of a breach in planning control that has been made against them.
12. Annex 2 includes all cases which are currently being investigated regardless of when they were received. When a case is closed it will appear on the progress report as 'Case Closed' with a summary of the outcome.
13. Unless the case is a proven breach and formal enforcement action taken then no inference on the character of the operator should be drawn.
14. A glossary of terms used in Annex 2 is attached at Annex 3.

15. The Planning Control & Enforcement team is happy to talk individually to members on individual cases if necessary.

Monitoring and Enforcement Service

16. The routine monitoring programme is now paying dividends by increasing compliance with planning conditions, and in identifying and rectifying matters where conditions are not being complied with on all mineral and waste planning permissions.
17. This is a front line service that is generally well received by householders, local liaison committees, parish and town councils with access to compliance reports providing a basis for discussions with operators on the progress on sites in their locality. Officers also seek to provide a timely response to concerns of local residents. Compliance monitoring serves to pre-empt issues which are likely to affect the amenities of an area and ultimately the wider community.
18. Officers in the team provide key support in securing details pursuant to planning permissions before a development starts. They often co-ordinate action between Development Control, Highways, Ecology and other County services and the operator ensuring preparatory works are completed in a timely manner and before the main development commences.
19. Some of the examples of the team's successes are listed below to illustrate the work of the team:
 - (a) Retrospective planning applications to regularise new buildings and processes at Duns Tew Quarry were prompted by a formal monitoring visit which identified the structures on site and operating processes happening outside planning control. These buildings now have permission with the added control that they are required to be removed when the sand extraction finishes.
 - (b) Routine inspections at Sutton Courtenay processing plant identified that limestone was being imported to the batching plant outside the limitations of the planning permission. The teams work has led to the submission of a retrospective planning application to ensure that proper controls are put in place.
 - (c) A number of small waste operations were taking place at Worton Farm outside of planning control. Routine compliance monitoring has led directly to a consolidating planning application for the waste transfer activities and an extension to the operations.
 - (d) There were complaints about operations at Shellingford Quarry where there were problems with mud on the road and where, once again, operations were taking place outside the bounds of the planning consent. Negotiations with the operator there have resulted in a solution to the mud on the road, planning applications now granted to

bring the site back into planning control with new phasing and more reasonable stockpiling heights. A liaison committee has been established between the operator and the Shellingford Parish Meeting.

- (e) Officers from the team have co-ordinated negotiations to secure the proper restoration of the Sutton Wick landfill site. The landfill was over-tipped and higher than the permitted levels in the original planning permission. The over tipping had occurred prior to the current monitoring regime. Effective liaison between the landowner, the operator, local householders, planners, ecologist and others has provided a scheme with long term environmental benefits. The site is now landscaped, restored and in aftercare.
20. A particular reoccurring issue from residents close to mineral or waste activity can be the impact of lorries. There can be expectations that officers can prevent what local people regard as excessive lorry traffic. But unless there are very clear planning controls on numbers and definitive routeing of lorries that can be monitored, it can be difficult to control these activities. We are bringing in requirements for independent lorry route monitoring for the larger new development proposals; but there can nevertheless remain a high public expectation. Our front line officers need to be clear in explaining about what can and cannot be done.
21. Enforcement action should generally be regarded as the last resort to be used where negotiation fails to bring about a satisfactory and reasonable planning solution. Where enforcement action is used our success remains partial. Despite an inspector upholding Oxfordshire's requirement for the company to remove over-tipped waste from Finmere landfill site, this could not ultimately be done for health and safety reasons as advised by the Environment Agency. The County Council's scrutiny committee has examined process, procedures and circumstances around our enforcement actions at Finmere Landfill Site and all 14 of the Committee's recommendations have been acted upon.
22. At Waterstock Golf Course an enforcement notice to require restoration of a lake was served on Wyatt Bros. (Oxford) Ltd and subsequently appealed. A Public Inquiry sat in September 2009 and again in November 2009. At the time of writing we await the outcome.
23. On a separate yet related matter, OCC continues to support the High Court order for Wyatt Bros. (Oxford) Ltd to remedy a breach of planning control at the Waterstock Golf Course. The County Council asserts that a High Court Injunction requiring that Wyatt Brothers (Oxford) Ltd remove imported waste from the site has not been complied with. The County Council continues with committal proceedings in the High Court. These types of cases can present significant resource implications but are fundamental to demonstrating the County Council's commitment to bring enforcement action where necessary and ensure that those operators who do comply with the planning regime are not consequently penalised.

Staffing and Financial Implications

24. The monitoring and enforcement team comprises the equivalent of 3.5 staff. The inclusive staff cost of this service is £110,000. This cost is offset by an income of around £20,000 per annum (service therefore costs £90,000) achieved from those site visits that are chargeable.
25. One staff member is on a temporary contract which expires end of March 2010. The base budget for this team does not make allowance for this temporary post to continue. This has been highlighted as a service pressure but at this point funding to continue the service at present levels has not been secured.

RECOMMENDATION

26. **It is RECOMMENDED that the Schedule of Compliance Monitoring Visits in Annex 1 to this report and the Schedule of Enforcement Cases in Annex 2 to this report be noted.**

CHRIS COUSINS
Head of Sustainable Development

Background Papers; Files in Minerals and Waste Development Control
Section, Speedwell House, Oxford.

9 December 2009

Minerals & Waste Compliance Monitoring Sites in Cherwell District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Alkerton CA & Landfill, Alkerton, Nr. Banbury, Oxon.	Alkerton Landfill	W	Active	Full	3	3
	Alkerton CA	W	Active	Nil		
Hornton Grounds, Startford Road, Hornton, Banbury, OX15 6AH.	Alkerton Quarry	M	Active	Full	4	3
	Hornton Grounds Quarry.	M	Active & Aftercare (in part)	Full		
	Wroxton	M	Active	Full		
Ardley Quarry, Ardley, Bicester, Oxon, OX27 7PH.	Ardley Landfill	W	Active & Aftercare (in part)	Full	3	3
	Ardley Quarry	M	Active	Full		
Ardley Composting Site, Ashgrove Farm, Upper Heyford Road, Ardley, OX27 7PJ.	In-vessel Composting	W	Not Implemented	Nil	2	1
	Windrow Composting	W	Active	Nil		
Dewar's Farm, Ardley Road, Middleton Stoney, Oxfordshire, OX25 4AE.			Active	Full	4	4
Horsehay Quarry, Middle Barton Road, Duns Tew, Oxfordshire.		M	Active	Full	3	2

Minerals & Waste Compliance Monitoring Sites in Cherwell District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Epwell ROMP, Shutford.		M	Dormant	Low	1	0
Finmere Quarry, Banbury Road, Finmere, Oxfordshire, MK18 4AJ.	Finmere (Landfill)	M & W	Active	Full	6	2
	Widmore	W	Aftercare	Nil		
	Clay, S&G	M	Not Implemented	Full		
	Sand & Gravel	M&W	Not Implemented	Full		
Gosford Silo Waste Recovery, Oxford Road, Kidlington, Oxford.		W	Not Issued	Nil	0	0
Greenhill Farm Quarry, Bletchingdon.		W	Active	Full	1	3
Heneff Way - Batching, Heneff Way, Banbury, Oxon.		M	Active	Nil	2	0
Heneff Way - Tarmac, Heneff Way, Banbury, Oxon.		M	Active	Nil	2	0
L.C. Hughes Scrap Yard, London Road, Bicester.		W	Active	Nil	2	1

Minerals & Waste Compliance Monitoring Sites in Cherwell District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Page 50

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Kidlington Rail Depot, Oxford Road, Kidlington, Oxford.		M	Active	Nil	1	0
Manor Farm - Biomass Gen, Twyford, Banbury, Oxon, OX17 3JL		W	Active	Nil	2	1
Old Brickworks Farm, Bletchingdon, Oxon, OX5 3DT.		W	Active	Full	2	0
Overthorpe Ind. Estate - WTS, Banbury.		W	Active	Nil	1	1
Sewage Plant, Merton		W	Active	Nil	0	0
Sewage Treatment Works, Hethe		W	Active	Nil	0	0
Shennington ROMP, Sugarswell Lane, Shennington.		M	ROMP	Low	1	0
Shipton on Cherwell Quarry, Shipton on Cherwell, Oxfordshire.		W	Active	Full	6	4

Minerals & Waste Compliance Monitoring Sites in Cherwell District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Smiths Concrete Ltd, Old Blackthorn Station, Bicester.	Bicester	M	Active	Nil	1	0
Smiths Concrete Ltd, Southam Road, Banbury.	Banbury	M	Active	Nil	1	0
Smiths of Bloxham - WTS. Milton Road, Bloxham, Banbury, OX15 4HD.		W	Active	Nil	2	1
Stratton Audley, Elm Farm Quarry, Stratton Audley.	Landfill	W	Dormant	Low	2	1
	Recycling	W	Dormant	Nil		

Minerals & Waste Compliance Monitoring Sites in South Oxfordshire District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Ambrose Quarry, Ewelme, Oxon.		M	Dormant	Low	1	0
Battle Farm, Crowmarsh, 84 Preston Crowmarsh, Oxon, OX10 6SL.		W	Active	Nil	2	1
Caversham, Sonning Eye, Reading.	Caversham Main	M	Active	Full	3	1
	Caversham Extension	M	Active	Full		
Chinnor Quarry.		M	Dormant	Full	1	0
Culham B3 North		W	Active	Nil	0	0
Culham UKAEA	J30 JET	W	Active	Nil	0	0
Ewelme	Ewelme I (Buildings)	W	Active	Nil	3	2
	Ewelme I WTS	W	Active	Nil		
	Ewelme II MRF	W	Active	Nil		
	Ewelme II Landfill	W	Active	Full		
Eyres Lane Waste Transfer Site, Ewelme.		W	Active	Nil	3	4
Ferris Hill Farm, Sibford Road, Hook Norton, Banbury, OX15 5JY.		W	Active	Nil	3	2

Minerals & Waste Compliance Monitoring Sites in South Oxfordshire District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Greenwoods of Garsington, Scrap Yard, Pettiwell, Garsington, Oxford.		W	Active	Nil	1	1
Hundridge Farm, Waste Transfer, Hundridge Farm, Ipsden, Oxon		W	Active	Nil	2	1
Menlo Industrial Park - Scrap Yard, Roycote Lane, Thame, Oxfordshire, OX9 2JB.		W	Active	Nil	1	0
Playhatch Quarry - WTS, Dunsden Green Lane, Playhatch, Caversham, Reading.		W	Active	Nil	1	2
Sewage Pumping Station Beckley	Thames Water Sewage Plant	W	Aftercare	Nil	1	4
Waterstock Golf Course, Thame Road, Waterstock, Oxford. OX33 1HT.		W	Active	Full	4	6
Woodeaton Quarry, Woodeaton, OXON.		M	Dormant	Low	1	0

Minerals & Waste Compliance Monitoring Sites in Vale of the White Horse District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Aasvogal, Waste Transfer Station, Grove Business Park, Grove.		W	Active	Full	1	1
Baulking Quarry, Baulking, Faringdon, Oxfordshire, SN7 7QB.		M	Aftercare	Full	2	2
Bowling Green Farm, Stanford Road, Faringdon, Oxon, SN7 8EZ.		M	Active	Full	3	4
Childrey Quarry, Childrey, Wantage, Oxon.		W	Active	Full	2	1
Chilton Waste (Prospect Farm), Prospect Farm, Chilton, Didcot, Oxfordshire, OX11 0ST.		W	Active	Full	2	1
Drayton CA Site, Drayton, Oxon.		W	Active	Nil	0	0
Composting Facility, Church Lane, Coleshill, Swindon, SN6 7PR.		W	Active	Nil	1	0

Minerals & Waste Compliance Monitoring Sites in Vale of the White Horse District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Glebe Farm Composting, Glebe Farm, Hinton Waldrist, Oxfordshire.		W	Active	Nil	2	0
Hackpen Hill (Land Raising), Childrey, Wantage, OXON.		W	Aftercare	Full	1	1
Haynes of Challow, East Challow, Wantage, Oxon, OX12 9TB.		W	Active	Nil	1	0
Hill Farm - Woodchipping, Nr Didcot, Oxfordshire.		W	Active	Nil	2	2
Quelchs Orchard, Scrap Yard, Charlton, Wantage.		W	Active	Nil	1	1
Redbridge CA, Old Abingdon Road, Oxford.		W	Active	Nil	1	0
Radley Sand and Gravel Plant, Thrupp Lane, Radley.	Curtis Yard	M & W	Active	Nil	3	1

Minerals & Waste Compliance Monitoring Sites in Vale of the White Horse District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Harwell, UKAE, Harwell, Didcot, OX11 ORA.	Business Park		Active	Nil	1	0
	Catapult Pit		Active	Nil		
	Southern Storage		Active	Nil		
	Waste Management Complex (B462)	W	Active	Nil		
	Western Storage		Active	Nil		
Radley Ash Disposal Scheme	Lake E	W	Not Implemented	Full	2	1
	Phase I	W	Aftercare	Full		
	Phase II	W	Active	Full		
	ROMP area	M	ROMP	Full		
Sandhill Quarry, Sands Hill, Faringdon, Oxon, SN7 7PQ.		M	Dormant	Low	1	0
Shellingford Quarry, Shellingford Crossroads, Stanford In The Vale, Faringdon, Oxon, SN7 8HE.		W	Active	Full	4	4

Minerals & Waste Compliance Monitoring Sites in Vale of the White Horse District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Stanford in the Vale Waste Disposal and Civic Amenity Site		W	Active	Nil	2	1
Sutton Courtnay (Hanson), Appleford Sidings, Abingdon, Oxfordshire, OX14 4PW.	Batching Plant	W	Active	Nil	4	2
	Bridge Farm	W	Not Implemented	Full		
	Rail Head	W	Active	Nil		
	Tarmac plant	W	Active	Nil		
Sutton Courtnay (WRG), Appleford Sidings, Abingdon, Oxfordshire, OX14 4PW.	Composting	W	Active	Nil	4	2
	Landfill	W	Active	Full		
Sutton Wick Landfill, Bassett Lane, Oday Hill, Abingdon.		W	In Restoration	Full	1	1
Sutton Wick Sand and Gravel, Peep-O-Day Lane, Abingdon, Oxon.	Sutton Wick Gravel	M	Active	Full	2	1
	Sutton Wick Plant	M	Active	Nil		
	Lake J	M	In Restoration	Full		

Minerals & Waste Compliance Monitoring Sites in Vale of the White Horse District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Tubney Woods Sand Quarry and Landfill Site, Besselsleigh, Oxfordshire.		M	Active	Full	3	2
Whitecross Metals, Whitecross, Abingdon, Oxon.		W	Active	Nil	2	1
Wicklesham Quarry, Faringdon, Oxfordshire.		M	Active	Full	3	2

Minerals & Waste Compliance Monitoring Sites in West Oxfordshire District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
B & E Skips, 115 Brize Norton Road, Minster Lovell, Oxon, OX29 0SQ.	Minster Lovell	W	Active	Nil	2	1
Boddington Lane Wood Chipping, North East side of Boddington Lane, North Leigh, Witney, Oxfordshire.		W	Dormant	Nil	1	1
Burford Quarry, Burford Road, Brize Norton, Oxfordshire.	Quarrying	M	Active	Full	4	2
	Manufacturing					
Castle Barn Quarry, Sarsden		M	Active	Full	3	1
City Farm, Eynsham.	City Farm I	W	Aftercare	Full	3	1
	New Wintle Farm	W	Active	Nil		
	City Farm II	W	Active	Nil		
Controlled Reclamation, Dix Pit, Stanton Harcourt, Oxon.		W	In Restoration	Full	4	2
Cornbury Park, (Quarrying) Charlbury, Oxon.		M	Active	Full	1	1

Minerals & Waste Compliance Monitoring Sites in West Oxfordshire District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Crawley Scrap Yard		W	Active	Nil	1	1
Deans Pit CA Site, Chadlington.		W	Active	Nil	1	1
Dix Pit, Stanton Harcourt, Oxon.	Conblock	W	Dormant	Nil	4	2
	Dix Pit CA	W	Active	Nil		
	Dix Pit Landfill Site	W	Active	Full		
	North Shore	M	Complete	Full		
	Premix - Hanson	M	Active	Nil		
Elmwood Farm, Burford Road, Black Bourton, Oxon, OX18 2PL		W	Active	Nil	2	1
Enstone Airport Waste Transfer. Unit 1, Enstone Airfield, Enstone, Oxon.		W	Active	Nil	2	1
Ethos Waste Transfer (William Wyatt's Yard), Lakeside Industrial Estate, Standlake, Oxon		W	Dormant	Nil	2	1
Fraser Evans & Sons, The Tyre Yard, Downs Road, Witney, Oxon.,		W	Active	Nil	2	0

Minerals & Waste Compliance Monitoring Sites in West Oxfordshire District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
OX29 0SY.						
Gill Mill, Tar Farm, Gill Mill Complex, Ducklington, Oxfordshire.	Rushey Common Gill Mill Quarry	M M	Aftercare Active	Full Full	3	2
Great Tew Quarry, Butchers Hill, Great Tew, Oxon.		M	Active	Full	3	2
Hardwick Batching Plant, Adj. B4449, Hardwick, Oxon.	CEMEX	M	Active	Full	2	1
Hardwick Recycling, Adj. B4449, Hardwick, Oxon.	Furgal Yard	W	Active	Nil	1	1
Hatford Quarry, Sandy Lane, Hatford, Oxon, SN7 8JH.		M	Active	Full	4	2
M2 Solutions, Plot J, Lakeside Industrial Estate, Standlake		W	Dormant	Nil	1	0
M & M Skips (Whitney), Station Road, Witney.		W	Active	Nil	1	1

Minerals & Waste Compliance Monitoring Sites in West Oxfordshire District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Manor Farm - Waste Transfer, Kelmscott, Nr. Lechlade, Gloucestershire, GL7 3HJ.		W	Active	Nil	1	1
Mick's Skips (Hackett's Yard), Lakeside Industrial Estate, Standlake, Oxon.		W	Active	Nil	2	0
Sandfields Farm, Over Norton, Oxfordshire.		W	Active	Nil	3	1
Peashell Farm, Downs Road, Curbridge, Oxon OX29 7NZ.		W	Active	Nil	2	1
Rollright Quarry, Chipping Norton.	Phase 1	M	Active	Full	2	1
	Phase 2	M	Not Implemented	Full		
Showell Farm, Chipping Norton, Oxon OX7 5TH.		W	Active	Nil	2	1
Slape Hill Quarry, Glympton, Near Woodstock.		W	Active	Nil	3	1

Minerals & Waste Compliance Monitoring Sites in West Oxfordshire District.**Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Address	Sites	Type - Mineral or Waste.	Status	Charge	Target Visits for year 01/04/09 to 31/03/10.	Actual Visits for period 01/04/09 to 31/12/10.
Smiths Concrete, Eynsham Road, Cassington	Oxford	M	Active	Full	1	0
Springhill Farm, Cross Hands Hill, Salford, Oxon, OX7 5FQ.		M	Active	Full	2	1
Hardwick IDO		M	ROMP	Full	0	0
Sturt Farm, Units 2A, 4 Sturt Farm Ind, Burford.		W	Active	Nil	1	0
Watkins Farm, Linch Hill, Stanton Harcourt, OXON. OX29 5BJ.	ROMP area	M	Aftercare	Full	4	1
	Stonehenge Farm	M	Not Issued	Full		
	Ireland Land	M	Active	Full		
Whitehill Quarry, Adj. A40, Burford, OXON.		M	Dormant	Low	3	2
Whitehill Quarry, Tackley, OXON.		M	Dormant	Low	1	0
Worsham Quarry, Burford Road, Asthall, OXON.		W	Active	Full	3	2
Worton Rectory Farm, Cassington, OXON. OX29 4SU.	Cassington Quarry	M	Active	Full	5	4
	Worton Composting	W	Active	Nil		
	M&M WTS	W	Active	Nil		

Progress of Enforcement Cases**(Covers period from 1 April 09 to 31 December 09)****Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Location	Date Received	Alleged Breach of Planning Control	Progress
South Oxfordshire District Council			
Waterstock Golf Course	1996	Unauthorised Change of Use – deposit of Waste.	Injunctive action to secure removal on-going. High Court extended date for removal of waste. Committal proceedings commenced in October 08 and are continuing.
Waterstock Golf Course	1999	Breach of Planning Condition – Failure to restore land following Clay Extraction.	Enforcement Notice served in November 08 to secure proper restoration of the lake area. Notice has been appealed. The appeal was heard by the Planning Inspector at Public Inquiry at two hearings in September and November 09. We await the decision from the Planning Inspectorate.
Eyres Lane, Ewelme	11 Jul 06	Unauthorised Change of Use - Intensification of recycling use beyond requirements of existing CLEUD	Investigations complete. PCN served in November 08. Expediency report prepared but not expedient to issue an enforcement notice. Discussions with local parishes have led to the stalling of a proposed liaison meeting. Parish councils are gathering further evidence. The site is on the compliance monitoring schedule and subject to 3 visits per year.
Hundridge Farm, Ipsden	Feb 01	Unauthorised Change of Use – from Agriculture to Waste Transfer	CLEUD has been issued for part of the operation. However, the EA have previously prosecuted operator 3 times. Working with the EA on post prosecution plan but not being adhered to. EA in process of securing Injunction to prevent further operations from the land. OCC continue to maintain watching brief and continue to support EA in their application.
The Old Sewage Works Clifton Hampden	Nov 07	Breach of Planning Conditions	Breach of Planning Conditions on a temporary planning consent. Evidence gathered and set to proceed. However, operator changed and through negotiation the site became compliant. Temporary planning permission ends on 5th April 10. The site is on the compliance monitoring schedule and subject to 2 visits per year. Case Closed.

TDC7

Location	Date Received	Alleged Breach of Planning Control	Progress
South Oxfordshire District Council - Continued			
Manor Farm, Rotherfield Pppard	Nov 08	Unauthorised Change of Use – from Agriculture to Waste Transfer	Operating crusher on Agricultural Land adjacent to Industrial Units – LBA sent. Waste operation ceased returned to agriculture. No further action. Case Closed.
Well Barn House Estate, Moulsoford	Jan 09	Unauthorised Change of Use – from Agriculture to land raising deposit of waste.	Chalk Waste being deposited on land following permitted Residential Development. LBA sent. Pre-application discussions in progress.
The Barn, Weston Road, Lewknor	Dec 08	Unauthorised Change of Use – from Agriculture to Waste Transfer	Small amount of Builders Rubble being stored adjacent to a Barn being used for commercial purposes. Owner traced and LBA letter sent – Rubble to be used for agricultural purposes and deemed Permitted Development – NFA – Case Closed.
Stockwell Lane, Waterstock	June 08	Unauthorised Change of Use – from Agriculture to Waste Transfer	Unauthorised storage (possible transfer) of waste. Owner traced and letter sent. Small amount of builders rubble being stored for foundation to agricultural building. Permitted development. – Case Closed.

Progress of Enforcement Cases**(Covers period from 1 April 09 to 31 December 09)****Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Location	Date Received	Alleged Breach of Planning Control	Progress
Vale of White Horse District Council			
Shellingford Quarry.	Jan 06	Non-compliance with planning conditions – <ul style="list-style-type: none"> • Re-phasing land filling • Unauthorised recycling. 	2 x Planning applications approved. Local liaison committee with Shellingford parish meeting has been established. The site is on the compliance monitoring schedule and subject to 4 visits per year. Case Closed.
Blackbird Lane, Milton	Feb 09	Unauthorised Change of Use – from Residential to Waste Transfer	Wood chipping and waste wood transfer poss. gardening business. Owner traced. Small scale not amounting to material change of use. No further action required. Case Closed.
Land adj. A338, East Hanney, Wantage, OXON.	May 09	Unauthorised deposit of Waste to create bunds for Marcham Shooting Grounds.	Investigated and established breach. PCN served July 09. Currently negotiating removal.
Tuckwells Sand and Gravel Plant, Thrupp Lane, Radley.	Sept. 09	Gravel washing and grading plant operating without planning permission.	Investigations continuing. Negotiations stalled. PCN required prior to instigating formal enforcement action.

Progress of Enforcement Cases**(Covers period from 1 April 09 to 31 December 09)****Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Location	Date Received	Alleged Breach of Planning Control	Progress
West Oxfordshire District Council			
Controlled Rec, Dix Pit, Stanton Harcourt.	Dec 05	Planning permission for the deposit of waste ended in 2005. Deposit continuing.	Planning permission granted for the restoration of the site. The site is on the compliance monitoring schedule and subject to 4 visits per year. Case closed.
Stone Farm, Lidstone,	June 09	Winning and working of building stone without planning permission.	Investigated. Established breach of planning control. Retrospective planning application submitted November 09.
Composting Unit, Cassington	Mar 07	Unauthorised change of use – wood chipping operation on composting site.	Operations may meet planning policy with proper controls. Retrospective planning application invited and draft application submitted. The site forms part of the Worton Farm sites and is on the compliance monitoring schedule and subject to 5 visits per year. Case closed.
Fergal Contracting, Hardwick.	Mar 07	Unauthorised change of use – waste recycling	Investigations completed. PCN served and responded to. Pre-application discussion for temporary consent. Awaiting ecology report (commissioned) prior to submission.
Waste Transfer Stn, Sandsfield Farm, Over Norton.	Apr 08	Unauthorised development of new building without planning permission.	Monitoring visit identified building being erected without planning permission. Development meets planning policy. Draft application with Planning Officer. Negotiations continuing.
City Farm, Eynsham.	May 08	Unauthorised change of use – waste recycling.	Monitoring visit has identified operations extended outside of permitted area. Development meets planning policy. Retrospective planning application has been invited. Draft application with planning officer. Negotiations continuing.

TDC7

Location	Date Received	Alleged Breach of Planning Control	Progress
West Oxfordshire District Council			
Cornbury Park, Charlbury.	June 08	Unauthorised sale of building stone.	Small quarry operates on the land which is permitted development for agricultural purposes. Allegation that amounts of building stone are being sold and removed separately. Investigations continuing.
Land at Cotswold Dene, Lakeside Industrial Park, Standlake.	July 08	Unauthorised change of use – land raising	Waste being tipped without planning permission. EA lead authority and taking prosecution proceedings. Awaiting a topographical and pollution survey commissioned by the EA. Investigations continuing.
Land and Buildings r/o Church End, South Leigh.	Feb 09	Unauthorised change of use – burning of waste.	Registered waste carrier and garden business operating from the land. Waste being disposed by burning. EA informed. Operations ceased. No further action required. Case closed.

Progress of Enforcement Cases**(Covers period from 1 April 09 to 31 December 09)****Contact Officer : Chris Hodgkinson, Senior Planning Enforcement Officer.****Direct Dial Tel: 01865 815872****Mobile Tel: 07899 065518**

Location	Date Received	Alleged Breach of Planning Control	Progress
Cherwell District Council			
Stratton Audley Quarry	Jul 05	Unauthorised change of use – over-tipped landfill.	Site is closed. Negotiations between owners and planning officers on an acceptable land form are continuing with a view to submission of planning application to remedy breach.
Glebelands, Adderbury.	Sept 08	Unauthorised development – deposit of waste	Tipping skip waste in a field. EA served stop notice. Banbury Skips now removing waste. The majority removed at last visit 4 th February 09. Waste removed. No further action required. Case closed.
Battercote Priory Farm, Laydon.	Nov 08	Unauthorised change of use – waste recycling.	Waste wood chipping operation to provide pig bedding. Operation being carried out under exemption from the EA. Must be solely agricultural to be exempt from planning control. Investigations continuing.

BCN	-	Breach of Condition Notice – A summary procedure for the enforcement of planning conditions. Where there has been a failure to comply with a condition attached to a current planning permission the Local Planning Authority may serve such a notice.
CDC	-	Cherwell District Council
CLEUD	-	Certificate of lawful use / development. A procedure to allow a person to ascertain whether; (a) the existing use of land or buildings is lawful; (b) any operations carried out in, on, over or under land are lawful; or (c) any other matter constituting a failure to comply with a condition of a planning permission is lawful.
COU	-	Change of Use
EA	-	Environment Agency
EN	-	Enforcement Notice
Expediency	-	A judgment of the merits of an activity against planning policy.
LBA	-	Letter before action - a formal letter which sets out the alleged breach in planning control and suggested remedy.
OCC	-	Oxfordshire County Council
PCN	-	Planning Contravention Notice – A formal notice requiring a recipient to provide information about development on land so far as they are able.
Pd	-	permitted development
Pp	-	planning permission
SODC	-	South Oxfordshire District Council
VoWH	-	Vale of White Horse District Council
WODC	-	West Oxfordshire District Council