

# Agenda

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## East Area Planning Committee

Date: **Wednesday 6 July 2011**

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Time: **5.00 pm**

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Place: **The Old Library, Town Hall**

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For any further information please contact:

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If you would like help to understand this document please call Mathew Metcalfe, Democratic Services Officer on or email [mmetcalfe@oxford.gov.uk](mailto:mmetcalfe@oxford.gov.uk) in advance of the meeting.

# East Area Planning Committee

## Membership

<b>Chair</b>	<b>Councillor Roy Darke</b>	Headington Hill and Northway;
<b>Vice-Chair</b>	<b>Councillor David Rundle</b>	Headington;
	<b>Councillor Stephen Brown</b>	Carfax;
	<b>Councillor Mary Clarkson</b>	Marston;
	<b>Councillor Van Coulter</b>	Barton and Sandhills;
	<b>Councillor Jean Fooks</b>	Summertown;
	<b>Councillor Bryan Keen</b>	Cowley;
	<b>Councillor Gill Sanders</b>	Littlemore;
	<b>Councillor Dick Wolff</b>	St Mary's;

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# AGENDA

	<b>Pages</b>
<b>1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS</b>	
<b>2 DECLARATIONS OF INTEREST</b>	
<p>Councillors serving on the Committee are asked to declare any personal or prejudicial interests they may have in any of the following items.</p>	
<b>3 FORMER OXFORD BUS DEPOT, 395 COWLEY ROAD, OXFORD - 11/01150/RES</b>	1 - 16
<p>The Head of City Development has submitted a report which details an application for Reserved Matters of planning permission no. 09/01201/OUT, (for 2092sq.m of class B1 Business floor space and 106 student study rooms), seeking approval of appearance of block B and C and of the student accommodation block.</p> <p>Officer recommendation: Approve subject to conditions.</p>	
<b>4 LAND AT THE CORNER OF HORSPATH DRIFTWAY AND BLACKSTOCK CLOSE - 11/01410/FUL</b>	17 - 22
<p>The Head of City Development has submitted a report which details an application for the installation of work of public art.</p> <p>Officer recommendation: Approve subject to conditions.</p>	
<b>5 54 WILLIAM STREET, OXFORD - 11/00916/FUL</b>	23 - 34
<p>The Head of City Development has submitted a report which details an application for the conversion of existing workshop/office to a 1-bed flat. Erection of new 2-storey building with room in workspace to provide 1x1 bed flat and 1x2 bed flat. Provision of amenity space, bin and cycle storage. (Amended Plans and Description).</p> <p>Officer recommendation: Approve subject to conditions.</p>	
<b>6 24 MILTON ROAD, OXFORD - 11/00378/FUL</b>	35 - 44
<p>The Head of City Development has submitted a report which details an application for the erection of a 2 bedroom dwelling house.</p> <p>Officer recommendation: Approve subject to conditions.</p>	
<b>7 TEMPLARS SHOPPING PARK, BETWEEN TOWNS ROAD,</b>	45 - 50

## **OXFORD - 11/00461/POM - MODIFICATION TO LEGAL AGREEMENT**

The Head of City Development has submitted a report the purpose of which is to seek views on a variation to a legal agreement relating to the retail park to allow up to 2500sq.m of floor space to be used for food sales.

Officer recommendation: Approve.

### **8 OLD HEADINGTON CONSERVATION AREA APPRAISAL REPORT ON FINAL DRAFT** 51 - 160

The Head of City Development has submitted a report which informs the Committee of the completion of public consultation on the Old Headington Conservation Area Appraisal and to request endorsement of the amended appraisal for approval by the Board Member for City Development.

Officer recommendation: Endorse and inform the Board Member for City Development accordingly.

### **9 PLANNING APPEALS** 161 - 164

To receive information on planning appeals received and determined during May 2011

The Committee is asked to note this information.

### **10 FORTHCOMING PLANNING APPLICATIONS**

These items are for information only and are not for discussion or determination at this meeting.

- (a) Land at Hundred Acres Close – 11/01297/CT3
- (b) Meadow Lane Allotments, Fariacres Road – 11/01473/FUL
- (c) SAE Oxford, 33 Armstrong Road – 11/01569/FUL
- (d) Bricklayers Arms, 39 Church Lane, Marston – 11/01331/FUL

### **11 MINUTES** 165 - 168

Minutes of the meeting held on 1 June 2011.

### **12 DATES AND TIMES OF FUTURE MEETINGS**

The Committee is asked to note the dates of future meetings and to decide if it wishes to continue to meet at 5.00pm

The Committee is also asked to approve the date change of its October 2011 meeting so that the Committee meets on Thursday 6<sup>th</sup> October 2011 rather than Wednesday 5<sup>th</sup> October 2011.

Wednesday 3 August 2011 (and 4 August if necessary)  
Wednesday 7 September 2011 (and 8 September if necessary)  
Wednesday 5 October 2011 (and 6 October if necessary)  
Wednesday 2 November 2011 (and 3 November if necessary)  
Tuesday 6 December 2011 (and 9 December if necessary)  
Wednesday 4 January 2012 (and 5 January if necessary)  
Wednesday 1 February 2012 (and 2 February if necessary)  
Wednesday 7 March 2012 (and 8 March if necessary)  
Tuesday 3 April 2012 (and 5 April if necessary)

## **DECLARING INTERESTS**

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

### **What do I need to do if I have a personal interest?**

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

### **What is a prejudicial interest?**

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

## **CODE OF PRACTICE FOR DEALING WITH PLANNING APPLICATIONS AT AREA PLANNING COMMITTEES AND PLANNING REVIEW COMMITTEE**

Planning controls the development and use of land in the public interest. Applications must be determined in accordance with the Council's adopted policies, unless material planning considerations indicate otherwise. The Committee must be conducted in an orderly, fair and impartial manner.

The following minimum standards of practice will be followed. A full Planning Code of Practice is contained in the Council's Constitution.

1. All Members will have pre-read the officers' report. Members are also encouraged to view any supporting material and to visit the site if they feel that would be helpful
2. At the meeting the Chair will draw attention to this code of practice. The Chair will also explain who is entitled to vote.
3. The sequence for each application discussed at Committee shall be as follows:-
  - (a) the Planning Officer will introduce it with a short presentation;
  - (b) any objectors may speak for up to 5 minutes in total;
  - (c) any supporters may speak for up to 5 minutes in total;

(Speaking times may be extended by the Chair, provided that equal time is given to both sides. Any non-voting City Councillors and/or Parish and County Councillors who may wish to speak for or against the application will have to do so as part of the two 5-minute slots mentioned above;

  - (d) voting members of the Committee may raise questions (which shall be directed via the Chair to the lead officer presenting the application, who may pass them to other relevant Officer/s and/or other speaker/s); and
  - (e) voting members will debate and determine the application.
4. Members of the public wishing to speak must send an e-mail to [planningcommittee@oxford.gov.uk](mailto:planningcommittee@oxford.gov.uk) before 10.00 am on the day of the meeting giving details of your name, the application/agenda item you wish to speak on and whether you are objecting to or supporting the application(or complete a 'Planning Speakers' form obtainable at the meeting and hand it to the Democratic Services Officer or the Chair at the beginning of the meeting)
5. All representations should be heard in silence and without interruption. The Chair will not permit disruptive behaviour. Members of the public are reminded that if the meeting is not allowed to proceed in an orderly manner then the Chair will withdraw the opportunity to address the Committee. The Committee is a meeting held in public, not a public meeting,
6. Members should not:-
  - (a) rely on considerations which are not material planning considerations in law;
  - (b) question the personal integrity or professionalism of officers in public;
  - (c) proceed to a vote if minded to determine an application against officer's recommendation until the reasons for that decision have been formulated; and
  - (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.