

Minutes of a meeting of the Planning - Oxford City Planning Committee on Tuesday 7 October 2025



Committee members present:

Councillor Clarkson	Councillor Fouweather
Councillor Altaf-Khan	Councillor Henwood
Councillor Hunt	Councillor Regisford
Councillor Railton	Councillor Rehman
Councillor Kerr	Councillor Taylor (For Councillor Hollingsworth)
Councillor Fry (For Councillor Upton)	

Officers present for all or part of the meeting:

Uswah Khan, Committee and Member Services Officer
Andrew Murdoch, Development Management Service Manager
Robert Fowler, Development Management Team Leader (West)
Emma Granger, Planning Lawyer
Felicity Byrne, Development Management Team Leader (East)
Tracy Harvey, Principal Planning Officer

20. Apologies for absence

Councillor Hollingsworth and Upton sent apologies.
Substitutes are shown above.

21. Declarations of interest

General

For 24/00585/VAR, Councillor Kerr stated that she was part of the call-in for the application but declared that she would keep a fair and open mind during the meeting.

For 25/01489/FUL, Councillor Rehman stated that he was part of the call-in for the application but declared that he would keep a fair and open mind during the meeting.

For 25/00799/FUL, Councillor Taylor stated that he had made a public comment on the previous application but had been advised by officers that he could participate in the meeting with a fair and open mind.

For 24/00585/VAR, Councillor Henwood stated that he was a previous member of the Falcon Rowing Club but declared that he would keep a fair and open mind during the meeting.

For 24/00585/VAR, Councillor Railton stated that she was a current member of the Falcon Rowing Club and would leave the meeting for this item and return after.

22. Minutes

The Committee resolved to approve the minutes of the meeting held on 16 September 2025 as a true and accurate record.

23. 24/00585/VAR Car Park, Meadow Lane, Oxford, Oxfordshire

The Committee considered a variation of condition 6 (Management of Car Park) of planning permission 21/01271/CT3 (Resurfacing of car park with new drainage system and provision bicycle stands (Retrospective) (Amended Plans)) to allow improved public access by converting it into a public suburban car park operated by Oxford City Council.

The Planning Officer gave a presentation outlining the details of the location and the proposal. This included site photos and existing and proposed elevations and plans:

- The application proposed a variation to Condition 6 of a 2021 planning permission to allow the previously private Falcons Rowing Club car park to operate as a public car park managed by Oxford City Council.
- Due to significant local interest and objection from the highway authority, the applicant provided additional information, including a revised layout, proposed parking changes to deter commuter use and policy justification.
- Officers considered the proposal to be finely balanced in terms of principle, amenity and transport impacts.
- It was recommended that the variation be approved, subject to conditions ensuring continued restriction of commuter parking, adequate access for local groups and layout changes to address highway safety concerns.

Nick Barnett spoke against the application.

Emma Gubbins spoke in favour of the application.

The Committee asked questions about the details of the application which were responded to by officers and the applicant. The Committee's discussions included, but were not limited to:

- Concerns were raised about the need to convert the car park into a public facility. The Development Management Team Leader responded that the original planning condition requires it to be locked outside of the Falcon Rowing Club's hours and limited to their exclusive use.

- Questions were raised about the key planning considerations. The Development Management Team Leader confirmed that amenity and highway safety were central concerns, with amenity relating to increased activity in the area.
- Concerns were raised around the lack of current disabled parking and bicycle facilities. The Development Management Team Leader noted that two disabled spaces were proposed as part of the application, assessed on a case-by-case basis rather than a fixed percentage, and that no changes were planned for cycle parking, with approximately four spaces available.
- Questions were raised around fair access to the car park, with some members emphasising its long-standing public use and expressing reservations about prioritising certain groups over others.

On being proposed, seconded, and put to the vote, the Committee agreed with the officer's recommendation to approve the application for the reasons listed on the report

The Oxford City Planning Committee resolved to:

1. **Approve the application** for the reasons given in the report and subject to the required planning conditions set out in section 9 of this report and grant planning permission; and
2. **Agree to delegate authority** to the Director of Planning and Regulation to finalise the recommended conditions as set out in this report including such refinements, amendments, additions and/or deletions as the Director of Planning and Regulation considers reasonably necessary.

24. 25/00799/FUL 152 London Road, Headington, Oxford, OX3 9ED

The Committee considered an application for the demolition of existing retail store (Use Class E). Erection of new building at 2 to 3 storeys (with basement) to provide Use Class E floorspace comprising use for research and development and offices. Service area, landscaping (including low walls to London Road and Stile Road), cycle parking, bin stores, and alterations to access off Stile Road.

The Planning Officer gave a presentation outlining the details of the location and the proposal. This included site photos and existing and proposed elevations and plans:

- The application sought planning permission for the redevelopment of a Class E site which is currently a Co-Op and post office, on the corner of London Road and Stile Road, proposing a 2 to 3 storey building with basement for research and office use. While there was local objection over the loss of community facilities, both the existing and proposed uses fell within Class E, therefore planning controls could not prevent the closure.
- The proposal followed a previously refused hotel scheme, with the new design reducing the buildings height and bulk. Officers considered the revised scheme to be more appropriate and not harmful to the setting of the adjacent Conservation Area, listed structures or St Andrews Primary School.
- Children's Services and the adjoining primary school raised concerns, particularly around demolition timing and potential amenity impacts. These were addressed through proposed planning conditions, including restrictions during

term time. Officers concluded there would be no unacceptable harm to the school, residents or local environment. Highway, drainage, sustainability and design issues were reviewed, with four outstanding technical matters identified as resolvable by condition.

- The Planning Officer concluded that subject to these conditions and a Section 106 agreement, the application was considered acceptable and recommended for approval.

Councillor Smowton spoke against the application.

Nik Lyzba and Chris Hale spoke in favour of the application.

The Committee asked questions about the details of the application which were responded to by officers and the applicant. The Committee's discussions included, but were not limited to:

- Concerns were raised about the impact of the noise during demolition and construction, particularly on the adjacent school. The Principal Planning Officer confirmed that a bespoke condition had been agreed with the applicant to prevent noisy works during school hours and term time. Weekend and evening construction times were also discussed.
- Questions were raised about the County Council's objections, including concerns over cycle parking design and whether the development met the requirements for a car-free scheme. The Principal Planning Officer confirmed the development remained policy-compliant and noted the County Council's position on specific cycle storage types.
- Concerns were raised about overlooking and safeguarding, including the use of air source heat pumps. The Principal Planning Officer confirmed these were addressed through conditions, including long-term safeguarding strategies and monitoring of any potential noise impact post occupation.
- Questions were raised regarding the impact on nearby residential properties, including the height and proximity of the proposed building. The Principal Planning Officer clarified distances and building heights and confirmed that these matters were assessed in the report and addressed through the schemes design.

On being proposed, seconded, and put to the vote, the Committee agreed with the officer's recommendation to approve the application for the reasons listed on the report.

The Oxford City Planning Committee resolved to:

1. **Approve the application** for the reasons given in the report and subject to the required planning conditions set out in section 12 of this report and grant planning permission; and subject to:
 - the satisfactory completion of a legal agreement under section.106 of the Town and Country Planning Act 1990 and other enabling powers to

secure the planning obligations set out in the recommended heads of terms which are set out in this report; and

2. Agree to delegate authority to the Director of Planning & Regulation to:

- finalise the recommended conditions as set out in this report including such refinements, amendments, additions and/or deletions as the Director of Planning and Regulation considers reasonably necessary; and
- finalise the recommended legal agreement under section 106 of the Town and County Planning Act and other enabling powers as set out in this report, including refining, adding to, amending and/or deleting the obligations detailed in the heads of terms set out in this report (including to dovetail with and where appropriate, reinforce the final conditions and informatives to be attached to the planning permission) as the Director of Planning and Regulation considers reasonably necessary; and
- Complete the section 106 legal agreement referred to above and issue the planning permission.

25. 25/01489/FUL 86 Temple Road, Oxford, OX4 2EZ

The Committee considered an application for the demolition of existing garage, existing rear extension and conservatory. Subdivision of existing dwellinghouse to create 2 x 7 bed large houses in multiple occupation (Sui Generis). Erection of a two-storey side and rear extension. Erection of a single storey front extension. Alterations to roof and insertion of 5no. rooflights in association with a loft conversion. Alterations to fenestration. Provision of bin, cycle storage and private amenity space.

The Planning Officer gave a presentation outlining the details of the location and the proposal. This included site photos and existing and proposed elevations and plans:

- The application sought planning permission to extend the existing dwelling, subdivide the site to create two residential units and change the use from Use Class C3 dwelling houses to Sui Generis large Houses in Multiple Occupation.
- The proposed development was considered to make efficient use of the site, deliver high-quality and sustainable accommodation, preserve the character and appearance of the Temple Cowley Conservation Area and would not cause harm to the setting of the listed building nearby.
- The site was situated within Flood Zone 1, where the proposed use was deemed acceptable. Appropriate flood mitigation and sustainable drainage measures were proposed, and no significant land contamination was identified.
- The development was assessed to have no unacceptable impact on residential amenity, highway safety, existing protected trees, or European protected species and it demonstrated compliance with relevant planning policies, including guidance on privacy, daylight and overshadowing.
- An additional condition, which was referred to in the report, to secure cycle and bin storage should be added to the list of recommended conditions.

Councillor Harley spoke against the application.

Tom Rourke spoke in favour of the application.

The Committee asked questions about the details of the application which were responded to by the officer and the applicant.

On being proposed, seconded, and put to the vote, the Committee agreed with the officer’s recommendation to approve the application for the reasons listed in the report together with the additional condition to secure details of proposed bin and cycle stores.

The Oxford City Planning Committee resolved to:

- 1. Approve the application** for the reasons given in the report and subject to the required planning conditions set out in section 12 of this report and grant planning permission; and
- 2. Agree to delegate authority** to the Director of Planning & Regulation to:
 - finalise the recommended conditions as set out in this report including such refinements, amendments, additions and/or deletions as requested by the Lead Local Flood Authority and as the Director of Planning and Regulation considers reasonably necessary; and
 - Issue the planning permission.
 - Additional condition to secure details of proposed bin and cycle stores

26. Forthcoming applications

The Committee noted the list of forthcoming applications.

27. Dates of future meetings

The Committee noted the dates of future meetings.

The meeting started at 6pm and ended at 8.30pm.

Chair **Date: Tuesday 18 November 2025**

When decisions take effect:
Cabinet: after the call-in and review period has expired
Planning Committees: after the call-in and review period has expired and the formal decision notice is issued
All other committees: immediately.
Details are in the Council’s Constitution.