



Listening Learning Leading

Abbey House

Abingdon

Oxon

OX14 3JE

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planning@southoxon.gov.uk

Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Emmanuel Ranch

Address Line 1

Windmill Road

Address Line 2

Address Line 3

Town/city

Towersey

Postcode

OX9 3QQ

Description of site location must be completed if postcode is not known:

Easting (x)

473372

Northing (y)

205745

Description

Applicant Details

Name/Company

Title

Mr

First name

Darren

Surname

Smith

Company Name

Address

Address line 1

Emmanuel Ranch

Address line 2

Windmill Road

Address line 3

Town/City

Towersey

County

Oxfordshire

Country

United Kingdom

Postcode

OX9 3QQ

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Site Area

What is the measurement of the site area? (numeric characters only).

0.20

Unit

Hectares

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including any change of use

Change of use of land to use as a residential caravan site for 3 gypsy families, including the stationing of 6 caravans of which no more than 3 are to be static caravans/mobile homes, together with the laying of hardstanding.

Has the work or change of use already started?

☒ Yes

☐ No

If yes, please state the date when the work or change of use started (date must be pre-application submission)

15/03/2024

Has the work or change of use been completed?

☐ Yes

☒ No

Existing Use

Please describe the current use of the site

Keeping of horses

Is the site currently vacant?

- ☐ Yes
- ☒ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- ☐ Yes
- ☒ No

Land where contamination is suspected for all or part of the site

- ☐ Yes
- ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

- ☐ Yes
- ☒ No

Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes
- ☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

<div>Type: Boundary treatments (e.g. fences, walls)</div> <div>Existing materials and finishes:</div> <div>Proposed materials and finishes: Timber post and rail fencing</div>
<div>Type: Vehicle access and hard standing</div> <div>Existing materials and finishes:</div> <div>Proposed materials and finishes: Gravel</div>

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes
- ☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Site Layout Plan

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- ☐ Yes
☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☐ Yes
☒ No

Are there any new public roads to be provided within the site?

- ☐ Yes
☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

- ☐ Yes
☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- ☐ Yes
☒ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☒ Yes
☐ No

Please provide information on the existing and proposed number of on-site parking spaces

Vehicle Type:

Cars

Existing number of spaces:

1

Total proposed (including spaces retained):

3

Difference in spaces:

2

Vehicle Type:

Light goods vehicles / Public carrier vehicles

Existing number of spaces:

1

Total proposed (including spaces retained):

3

Difference in spaces:

2

Trees and Hedges

Are there trees or hedges on the proposed development site?

- ☐ Yes
☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- ☐ Yes
☒ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- ☐ Yes
☒ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- ☐ Yes
☒ No

Will the proposal increase the flood risk elsewhere?

- ☐ Yes
☒ No

How will surface water be disposed of?

- ☐ Sustainable drainage system
☐ Existing water course
☒ Soakaway
☐ Main sewer
☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features

- ☐ Yes, on the development site
- ☐ Yes, on land adjacent to or near the proposed development
- ☒ No

c) Features of geological conservation importance

- ☐ Yes, on the development site
- ☐ Yes, on land adjacent to or near the proposed development
- ☒ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

- ☐ Yes
- ☒ No

Please add all the exemptions or transitional arrangements that apply and provide a reason why

Exemption:

Temporary exemption for non-major developments (small sites exemption)

Reason for selecting exemption:

Application submitted before April 2024

Note: Please read the help text for further information on the exemptions available and when they apply

Foul Sewage

Please state how foul sewage is to be disposed of:

- ☐ Mains sewer
- ☐ Septic tank
- ☐ Package treatment plant
- ☐ Cess pit
- ☐ Other
- ☒ Unknown

Are you proposing to connect to the existing drainage system?

- ☐ Yes
- ☐ No
- ☒ Unknown

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

☐ Yes

☒ No

Have arrangements been made for the separate storage and collection of recyclable waste?

☐ Yes

☒ No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

☐ Yes

☒ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

☐ Yes

☒ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

☐ Yes

☒ No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

☐ Yes

☒ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

☐ Yes

☒ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- ☐ Yes
☒ No

Is the proposal for a waste management development?

- ☐ Yes
☒ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- ☐ Yes
☒ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☐ Yes
☒ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent
☐ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- ☒ Yes
☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.**

**** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☐ The Applicant
☒ The Agent

Title

Mr

First Name

Philip

Surname

Brown

Declaration Date

19/03/2024

☒ Declaration made

Declaration

I/We hereby apply for Full planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Philip Brown

Date

19/03/2024

Head of Planning
South Oxfordshire District Council
Abbey House
Abbey Close
Abingdon
Oxfordshire
OX14 3JE

18 March 2025

Dear Sir/Madam

**PROPOSED GYPSY CARAVAN SITE
EMMANUEL RANCH, WINDMILL ROAD, TOWERSEY, OX9 3QQ**

Please find attached completed planning application forms, plans and supporting information.

DESIGN & ACCESS STATEMENT

Use, Scale and Layout

As you will be aware, planning permission has been granted, under application No. P22/S3712/FUL, for conversion of part of existing stables and barn into residential use, providing a 1-bedroom dwelling. The site now has an improved access driveway and, re-surfaced yard. A mobile home has been stationed across the rear boundary of the existing yard, for the applicant whilst he is carrying out the building works to convert the stables/barn into a dwelling.

The proposal involves the change of use of part of the yard area, containing the existing mobile home, and a small paddock to the rear, for use as a residential caravan site for 3 gypsy households. Each household would have two caravans including no more than one static caravan/mobile home. The proposals also include the laying of hard-standing within the rear paddock. The layout of caravans would be as shown on the submitted Site Layout Plan.

Access

Access would be via an existing entrance and driveway from Windmill Road. This access has already been found to be safe and, is of a width to accommodate two-way traffic. As such, any increase in traffic associated with the change of use, would not be likely to have any adverse effect on the safe and free-flow of traffic along Windmill Road.

Planning considerations

Policy H14 of the adopted Local Plan sets out the Council's strategy for meeting the accommodation needs of gypsies and travellers. This strategy is based, in part, on the safeguarding of existing gypsy sites and the allocation of land for 10 pitches within strategic housing sites. This strategy was predicated on an assessment of need carried out in 2017 which differentiated between those that satisfied the definition of gypsy and traveller, those that did not and, those whose status was unknown. The definition has now changed and, taking into account the new definition, the GTAA identified a possible need for a minimum of 26 additional permanent gypsy pitches, 2017-2033. As such, the Local Plan allocations will not be capable of accommodating all of this need and, the remainder will have to come forward through the development management system.

Policy H14 provides that additional proposals for pitches for Gypsies, Travellers and Travelling Showpeople not set out in Part 1 of this policy will be permitted where it has been demonstrated that the following criteria have been met:

- i) the capacity of the site can be justified to meet needs for further Gypsy, Traveller and Travelling Showpeople sites, or extensions to existing sites;
- ii) the site is not located within the Oxford Green Belt unless very special circumstances are demonstrated;
- iii) the proposal will not have an unacceptable impact on the character and appearance of the landscape and the amenity of neighbouring properties, and is sensitively designed to mitigate visual impacts on its surroundings;

- iv) there are no adverse impacts on the significance of heritage assets;
- v) the site has safe and satisfactory vehicular and pedestrian access to the surrounding principal highway network. The site will be large enough to enable vehicle movements, parking and servicing to take place, having regard to the number of pitches/plots on site;
- vi) the site can be provided with safe electricity, drinking water, sewage treatment and waste disposal facilities; and
- vii) no significant barriers to development exist in terms of flooding, poor drainage, poor ground stability or proximity to other hazardous land or installation where other forms of housing would not be suitable.

In this case, the site is large enough to meet the accommodation needs of the Smith family, including the applicant and his two adult sons. Currently, Mr Smith (senior) has been living in temporary accommodation (the existing mobile home) and, his two sons have been living on holiday caravan sites or, roadside encampments. They all need a permanent base from which they can travel for the purpose of making their livings (criterion i.).

The site is not located within the Green Belt (criterion ii.); there would be no adverse effects on any nearby heritage assets (criterion iv.); the site has safe access and, is large enough to accommodate adequate vehicle parking and manoeuvring space (criterion v.); and, the site already benefits from mains electricity and water, and is served by a package sewage treatment plant for the disposal of foul drainage (criterion vi.). The site is located within Flood Zone 1 and, any contamination issues have been dealt with under planning application No. P22/S3712/FUL (criterion vii.).

As far as criterion iii) is concerned, Policy C of PPTS suggests that gypsy sites may be located in rural or semi-rural areas, provided that they are of a scale appropriate to their specific location. This is reiterated in paragraph 25 of Policy H. Paragraph 24 of Policy H sets out issues which should be considered in the determination of planning applications for gypsy sites. Policy H states that local planning authorities should very strictly limit new traveller site development in open countryside that is away from existing settlements or outside areas allocated in the development plan.

PPTS does not define the terms "settlement" or "away from" and it has been for Inspectors on appeal to interpret their meaning. Case law has established that "settlement" does not mean that it has to be designated as such in a Local Plan or, that the settlement the site is not away from must contain any services or facilities. 'Away from' a settlement plainly means something more than 'outside' an existing settlement and suggests some degree of remoteness.

In this case, the proposed caravan site would be located close to the edge of Towersey and, within a reasonable distance of Thame. The site is clearly not in an isolated or remote location and, is not away from the closest settlement for the purposes of PPTS. It is an appropriate location in principle for a gypsy caravan site. That being the case, it cannot be expected that gypsy sites are hidden from view or, that some harm will not be caused to the character or appearance of the countryside.

The test for countryside harm set out in criterion iii) of Policy H14 sets the bar at "unacceptable harm". In this case, the proposed caravan site would be set back from Windmill Road behind a grass paddock and existing stable buildings. There are substantial native hedgerows along the western (roadside), northern and southern boundaries of the applicant's land holding, and there is a stable building on the land adjoining the eastern boundary. The proposed caravan site would not be prominently located or obtrusive in the landscape and, as such, would not cause unacceptable harm to the countryside.

The proposed development would satisfy all of the Council's locally specific criteria for new gypsy and traveller sites set out in Part 2 of Policy H14 and, therefore, planning permission should be granted. For the above reasons, I trust that you will feel able to support my client's planning application, and I look forward to receiving the Council's decision in due course. If there are any aspects of the application which Officers consider could be improved upon, please do not hesitate to discuss these with me.

Yours faithfully,

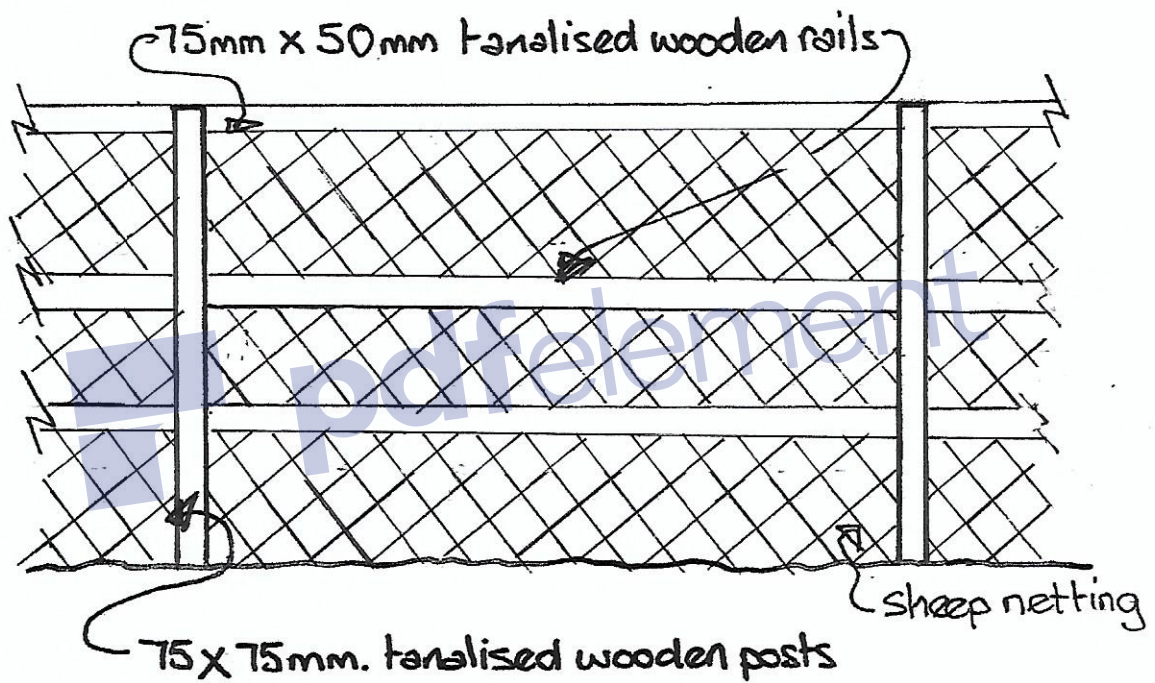
PHILIP BROWN BA (Hons) Urban and Regional Planning

DRAWING No. PBA 2

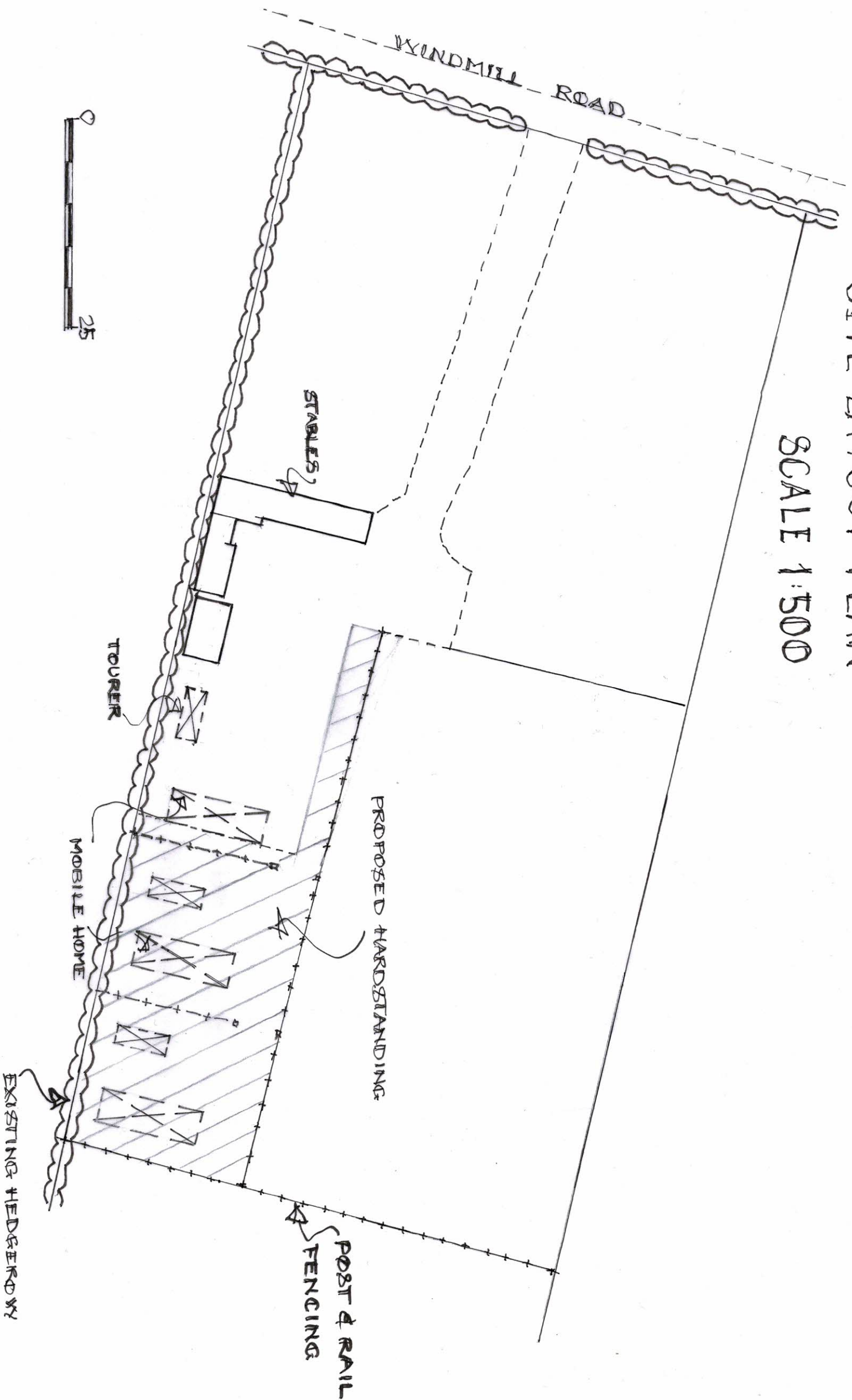
Remove Watermark Now

POST & RAIL FENCE

Scale 1: 20



SITE LAYOUT PLAN
SCALE 1:500



drwgn0.SIP-001

EMMANUEL RANCH, WINDMILL ROAD, TOWERSEY



0 50
Metres

drwgno.LOC-001



Plan Produced for: PHILIP BROWN ASSOCIATES

Date Produced: 19th Mar 2024

Plan Reference Number: TOROM24079151057581

Scale: 1:1250 @ A4

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