



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PLANNING, TRAFFIC & PARKING COMMITTEE MEETING HELD AT STOW YOUTH CENTRE, FOSSEWAY, STOW ON THE WOLD ON TUESDAY 8TH SEPTEMBER 2026 AT 7.00 PM

PRESENT: Councillors: J Scarsbrook (Chairman), A Tighe (Chairman of Council), S Clarke, V Davies and A White

Also in attendance: Advisor Mr C Ayers, Ward District Cllr D Neill, Ms E Sajewicz (Deputy Clerk of Council) and 3 members of the public

1. APOLOGIES FOR ABSENCE

Cllrs V Goddard & M Stracey.

2. DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

Members were reminded to declare any interests in items on the Agenda as the meeting progressed.

Cllr Scarsbrook made the following statement: "Firstly I would like to state my position as Chair of Planning regarding the Local Plan. On any agenda that included the Local Plan or any relevant site, I will leave the room and pass to the Deputy Chair. I know the rules having been on this Council for 11 years, so to the concern of some councillors and public I will abide by the Code of Conduct."

3. MINUTES – TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF MEETING HELD ON 28TH JULY 2026

RESOLVED that the minutes be signed by the Chairman as a true and accurate record. **Motion carried.**

4. CHAIRMAN'S ANNOUNCEMENTS

None.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

Members of the public were given the opportunity to speak at the appropriate time.

6. TO CONSIDER THE CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 28TH JULY 2026

The roof of Lucy's Tearoom and signs on the Stag and Old Stocks have been reported to CDC planning enforcement.

Cllr Neill spoke to say that CDC's head of planning enforcement had been to look at Lucy's Tearoom. Cllr Neill will request an update.

Cllr Scarsbrook asked that someone from Planning Enforcement visit Stow to meet town councillors and walk around Stow. Cllr Neill will request.

It is hoped to have a visit from senior highways officers next week. A list of outstanding requests and issues will be circulated to councillors beforehand for input.

Cllr J Davies has placed cones at the bottom of Back Walls but drivers have been moving them and leaving vehicles where they cause an obstruction. Residents have been complaining about the situation and raised it with the MP. Full update at item 13.

A resident has been in contact about a misleading 30 mph speed camera sign on Oddington Road which is positioned in the 20 mph zone. We have coordinated correspondence with GCC

Highways and Glos Police Speed Camera team, and all have now agreed that the sign will be removed.

Contradictory paint markings at the kerb outside the White Hart Lane have been reported to GCC Highways

An issue with a bollard outside the shoe shop in Park Street has been reported to GCC Highways (now resolved).

A noisy cover in the road outside Clearview Stoves in Sheep Street has been reported to Thames Water as it is theirs.

Council has been notified of the closure of the A424 between Stow and the county border near Burford for ash dieback work. Closure 5-16th October inclusive (excl weekends) from 0930 to 1530 daily.

7. TO CONSIDER & COMMENT ON THE FOLLOWING PLANNING APPLICATIONS

- a) **26/02391/FUL – Hope Cottage, Chapel Street** – Conversion of an existing domestic workshop to form self-contained holiday accommodation, including the installation of new French windows and a new pedestrian gate within the boundary wall
RESOLVED that Council has no objection subject to a condition that off-street parking for holiday accommodation guests be provided on the site. Council is concerned about the suitability of the proposed pedestrian access because the roads are narrow and have no pavements. **Motion carried.**

8. TO NOTE COMMENTS MADE ON PLANNING APPLICATIONS BETWEEN MEETINGS DUE TO SHORT NOTICE PERIODS:

- a) **26/01900/FUL – New documents – 61 Griffin Close** – Replacement single storey extension with associated works
Following an email canvass of committee members, Council objected for the reasons given in its original comments.
Members noted.
- b) **26/02386/TCNR – Park Street and other locations in the town** – Work to multiple trees.
Support comments submitted.
Members noted.

9. DECISION NOTICES

Reference	Location	Description	STC's Comments	CDC Decision
26/01477/FUL	Our Lady and St Kenelm Church, Back Walls	Erection of bellcote to existing church building	No objection	Permit
26/01738/FUL	Leybourne House, Talbot Square	Proposed gate and fencing at Talbot Square	No objection subj to conditions & new sign clearly stating it is a public footpath	Permit
26/01470/LBC	Windrush, The Square	Internal alterations to previously approved plans under 14/02778/LBC to reconfigure the "holiday let" (Windrush), including the installation of a different staircase, removal of masonry wall and installation of partition to create access	No objection if Conservation Officer is satisfied	Permit

Reference	Location	Description	STC's Comments	CDC Decision
26/01900/ FUL NEW DOCUME NTS	61 Griffin Close	Replacement single storey extension with associated works	Object	Permit
26/00421/ FUL	The Lodge, Lower Park Street	Demolition of existing flat roof garage, utility extension and conservatory, erection of two-storey rear extension and single-storey side extension, form parapet to retained flat roof and parking for three cars	No objection	Permit
26/01679/ FUL	Lloyds Bank, The Square	External alterations, including amendments to fenestration	No objection but comment about signage	Permit
26/01680/L BC	Lloyds Bank, The Square	External alterations, including amendments to fenestration and partition walls	No objection but comment about signage	Permit

10. ABBEYFIELD HOUSE – TO RECEIVE AN UPDATE FROM CLLR NEILL ABOUT THE HMO LICENCE PROCESS

Cllr Neill said she would be seeing the head of planning tomorrow and would ask the question then.

11. HMOS – TO CONSIDER FORMALLY ASKING CDC

- a) how to ensure Council and residents have the opportunity to comment on all HMO applications, whether licensing or planning
- b) what CDC's policy is on any potential central government proposals for HMOs in the district

Cllr Neill said she would take both questions away for a response.

Post meeting update provided by Cllr Neill: CDC's head of planning said town/parish councils are statutory consultees when an application for a HMO is made. There have been no central government proposals for HMOs in the district, e.g. for housing migrants. CDC would have to consider any such proposals individually so the planning team can't give a blanket answer.

12. CDC DRAFT LOCAL PLAN – TO NOTE CONSULTATION IS UNDER WAY WITH A CLOSING DATE OF 5TH OCTOBER, AND COUNCIL HAS ENGAGED A PLANNING CONSULTANT TO ASSIST WITH ITS RESPONSE

Members noted.

Cllr Neill added that public exhibitions would be held on 15th September in Moreton and 22nd September in Chipping Campden, both 1:00 pm until 7:30 pm, giving residents the opportunity to look at what is being proposed, speak directly with planning officers, ask questions and have their say.

Cllr White said that in his expert view as a former Treasury official it was unlikely, given the current austerity situation, that the infrastructure in the Local Plan would be forthcoming.

Cllr Neill said that CDC had written to Housing Secretary three times about the housing targets but had no success. She said it was not a plan that anyone wanted but CDC was between a rock and a hard place.

13. MP ENGAGEMENT – TO RECEIVE AN UPDATE ABOUT CORRESPONDENCE WITH SIR GEOFFREY CLIFTON-BROWN REGARDING HIGHWAY ISSUES

Cllr Tighe said she had been contacted by Sir Geoffrey Clifton-Brown MP on behalf of residents about problems in Back Walls. A response had been sent detailing the Town Council's efforts to get some improvements in Back Walls and other areas, and asking for any help Sir Geoffrey could provide to progress the Town Council's long-standing requests to GCC for double yellow lines and speed restrictions in multiple locations in Stow.

14. LOWER SWELL ROAD – TO CONSIDER WHETHER COUNCIL WISHES TO REQUEST NEW SPEED RESTRICTIONS

A resident spoke about excessive speed in Lower Swell Road. He had carried out an informal speed assessment using a speed measuring app. His report had been circulated and showed significant speeding opposite the entrance to the QEII Field, an area where pedestrians cross the road. A member of the public spoke to say the data from the app was likely to be more accurate than data gathered by the former Stow Community Speedwatch group, because Speedwatch operators had to be visible to drivers. It was noted that the road between Stow and Lower Swell is narrow with limited visibility, it has two places where the public footpath crosses the road, and is popular with cyclists, but the speed limit is 60 mph. The resident was happy for his report to be shared with GCC and to speak to officials.

RESOLVED that Council wishes to request a speed limit of 30 mph on the whole length of the B4068 between Stow and Lower Swell, along with possible traffic calming. The Town Council will contact GCC and Cllr Daryl Corps to formally submit its request. **Motion carried.**

15. TO NOTE THE FOLLOWING ROAD CLOSURES:

- a) **High Street** will be closed between 22:00 and 05:30 nightly from 21/09/2026 to 23/09/2026 to allow for sewer cleaning work by Thames Water. Emergency and pedestrian access will be maintained.
- b) **Back Walls** will be closed on 09/11/2026 to 13/11/2026 to allow for gas pipe laying work by Wales & Weest Utilities. Emergency and pedestrian access will be maintained.
- c) **Union Street** will be closed on 02/10/2026 to 09/10/2026 to allow for new sewer installation work. Emergency and pedestrian access will be maintained.

Members noted.

16. DATE OF NEXT MEETING: Tuesday 29th September 2026 at 7.00 pm at Stow Youth Centre.

17. MEETING CLOSED: At 7.55 pm

Signed: _____ Chairman Dated: _____