

Appendix A :Design Guide and Design Codes

1 Purpose of the Design Guide

1.1 The National Planning Policy Framework (NPPF) 2024 (paragraphs 132-133) states that: “Plans should... set out a clear design vision and expectations, so that applicants have as much certainty as possible about what is likely to be acceptable. Design policies should be developed with local communities so they reflect local aspirations, and are grounded in an understanding and evaluation of each area’s defining characteristics. Neighbourhood plans can play an important role in identifying the special qualities of each area and explaining how this should be reflected in development. To provide maximum clarity about design expectations at an early stage, plans ...should use visual tools such as design guides and codes. These provide a framework for creating distinctive places, with a consistent and high quality standard of design. However their level of detail and degree of prescription should be tailored to the circumstances in each place, and should allow a suitable degree of variety.” This guide sets out design expectations for Wootton Neighbourhood Plan Area.

1.2 Key steps in the development of the Wootton neighbourhood plan design guidance are to be read alongside the West Oxfordshire Design Guide (WODG), which provides a set of broader design expectations. For ease, Wootton NP area is broken down into 8 character areas:

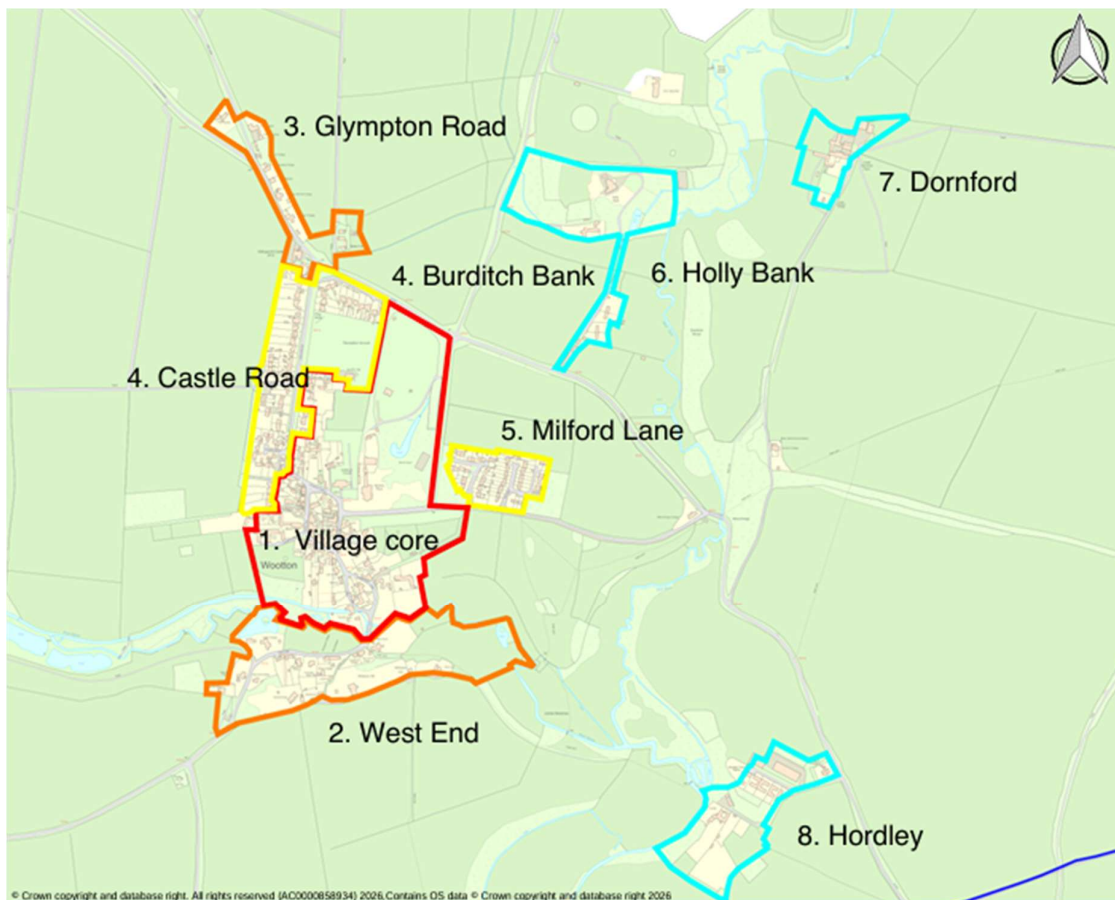


Fig. 1 Wootton Character Areas. Author Jonathan Reynolds 01/03/2026



Fig. 2: Mill House and Mill Lane from bridge over River Glyme

2 Character Areas

Wootton is a rural village which has evolved in piecemeal fashion. The village is sited on a hill with the main historic core nestled into the hill top and southern slope which runs down to the River Glyme. The northern part of the village overlooks the Dorn valley.

In terms of the Design Guide, the village character can be broken into two distinct parts- historic (character areas 1-3 and 6-8) and modern (character areas 4 and 5) . Due to constraints including the physical landform of steep valley sides above the River Glyme on the south and flood plan of the River Dorn on the north, together with the density of development around the village core, there are limited opportunities for development including limited infilling, conversions of existing buildings such as barns, limited affordable housing for community needs and the partial or complete redevelopment of previously developed land. Limited areas for potential small scale development within and immediately adjacent to the village core are identified in a map produced following community responses to the NP. Please see main NP document.



Fig. 3: Parrotts School, School Cottages and St Mary's Church, Church Street

2.1 Historic core with a distinctive figure of eight plan. Focussed on Church Street, Chapel Hill, Horseshoe Lane, Mill Lane and the east part of Castle Road to the south of the Recreation

Ground. Including Church of St Mary and First WW memorial of 1920, Wootton Place in large grounds E of Church (former Rectory) of circa 1760, extended 1842 for the Rev. WB Lee, Mill House and two bridges, Manor House, Old School Buildings and School Cottages, Parrotts' of 5 bays with distinctive shell hood over front entrance; Home Farm, Old Gloving House, Bake House, Old Bakehouse, Wheelwrights, Horseshoe Cottage, Balliol Cottage, Balliol House. Here the streets are narrow and buildings tend to be irregularly sited set back in the plot or where there are a few properties forming a continuous frontage, hard up to the pavement edge.

Houses and cottages are typically 2 storeys in height constructed in squared coursed limestone under stone slate or Welsh slate roofs with stone or brick stacks and stone quoins. Three storey properties are the exception (The Old Bake House, Yew Trees House, 4 Workhouse Yard). Also includes the east side of Castle Road to the south of the Recreation Ground, including a small cluster of cottages and Yew Trees House and adjoining Cottage and land to rear. Some of the earliest properties c.1600s in date are of single storey plus attic constructed in uncoursed thin beds of limestone (Hay Loft Cottage and No 3 Chapel Hill, Tudor Cottage). Gardens are mostly sited to the rear. There are two farms in the historic core, Manor Farm and Home Farm, now no longer working and with outbuildings converted to dwellings.



Fig. 4: West End from the bridge over the River Glyme

2.2 West End and Top Lane- historic extension

West End runs from the crossing of the River Glyme at the bridge near the Mill House along the river valley westwards, up a steep, narrow hill towards a road junction forking NW towards Woodstock and north to Judds garage and the Duke of Marlborough Pub. Cottages and farm houses are built along and above the valley sides of the River Glyme, some built into the steep slope such as West End Cottage, West End House, Alpine Cottage and Crotons. Properties such as Zions Hill look northwards towards the main village across the flood meadows of the River Glyme. Historic properties are mostly two storeys in height and constructed in limestone with stone slate roofs and stone or brick stacks and stone quoins. A few are of two storeys plus attics- West End Cottage and Branchflowers. Windows are mostly painted timber casements. Modern properties are single storey plus attic or two storeys in height constructed in imitation stone under tiled roofs, mostly set back from the

road, into the slope of the land and have rear gardens. The narrowness of West End and the drystone wall on the north boundary act as natural traffic calming features. The south boundary to Top Lane is bordered by a high hedge. Beyond is open countryside.



Fig. 5: Bread oven
Stonehouse



Fig. 6: Alpine Cottage
Williams Hill



Fig. 7: Stonehouse
Top Lane



Fig. 8: Killingworth Castle Inn, former stables and Killingworth Cottage

2.3. North extension- Glympton Road

From the Killingworth Castle Inn to Blue Barn and the New Vicarage. This character area includes the inn, stables and houses to the west (Killingworth Cottage, 83 Castle Road) which were formerly part of the Killingworth Castle Inn as well as the cottages, new house and Blue Barn on the east side of the Glympton Road. The main road passing to the north of the main village is a defining feature, historically an important turnpike road linking London to Worcester and beyond, now a minor road. (B4207). The inn is a landmark building on the west side of the road at the north extremity of the village constructed in Oolitic limestone under a stone slate roof and of 3 storeys in height. Cottages on the east side of the road are typically of two storeys plus attics of stone under tiled or slate roofs, with brick chimney stacks. Views to open countryside to the west and east.

The north extension includes the huddle of farm buildings opposite the Castle Road turn, accessed via a gate, making up Balliol Farm including a Dutch barn, stables and barn.



Fig. 9: Castle Road looking north. Wide verge on R with cherry trees. Hedge to playing fields.

2.4 Castle Road (including Manor Court, Clifford Terrace) and Burditch Bank

Apart from a few older buildings including Forge Cottage, Nos 12, 69 and 71 Castle Road, Castle Road represents the extension of the village northwards in the 20th and 21st centuries. Linear development with groupings of semi-detached council houses in spacious plots with front and rear gardens in the southern part and more continuous frontages in the north part with rendered or brick properties with shallow front gardens and long, narrow rear gardens. The frontages with gardens behind low hedges. Single storey plus attic or two storeys, brick chimneys. Also individual detached properties on east and west with hedged front gardens. A few properties are constructed in uncoursed limestone rubble such as Forge Cottage.

On the east side, a wide grassed verge with a distinctive line of cherry trees. High hedged boundary to the playing fields and childrens' play area. Views from various points across the playing fields to Wootton Place and properties in Burditch Bank. Views westwards from Castle Road rear cul de sac towards open countryside. Manor Court- a grouping of modern semi or detached dwellings with steeply pitched roofs, with rear garden plots over looking countryside to the west. Clifford Terrace a small development of modern stone houses with rear gardens.

Burditch Bank a development of detached and semi-detached 1960s dwellings on the north extremity of the village, overlooking Balliol Farm buildings and open countryside. Single storey properties now mostly with loft conversions, of brick/render under tiled roofs with spacious front and rear gardens bordered by shrub and hedge planting. The north border of Burditch Bank with grass verge and tree/hedged boundary and wide ranging views over open countryside to the north.



Fig. 10: Manor Court



Fig. 11: Burditch Bank



Fig. 12: Milford Place



Fig. 13: Marriott Close

2.5 East extension- modern development (Marriott Close, Milford Place and Dorn View)

Properties of two storeys of stone, imitation stone or brick with tiled or slated roofs. Marriott's Close located to the east of the copse and The Butts, Milford Place and Dorn View to the north of Milford Lane. Nos 1 and 2 Dorn View having wide ranging views over the Glyme Valley. Houses in Milford Place and Dorn View bordered by hedged boundaries. Properties with solar panels, mostly in Marriotts Close. Rear gardens in Marriotts Close and Milford Place, front and rear gardens to Dorn View properties.



Fig. 14: Holly Bank (Acknowledgement Knight Frank)

2.6 Holly Bank outlier. Holly Bank , barns and Holly Bank Cottages

Holly Bank of 1862-1863, by William Wilkinson for John Rowland. Gothic style together with Holly Bank barns and Holly Bank Cottages of 20th century date. Sited down a track off the B4027. Secluded site, house built into the hillside with designed landscape including specimen trees and including lake.



Fig. 15: Lower Dornford farmhouse

2.7 Dornford outlier comprising Lower Dornford Farm of 18th century date and earlier and Deserted Medieval Village site (DMV) in field opposite farmhouse to east.

Stone built farmhouse and farm building complex, separate pair of farm cottages to south
 Walled garden and terracing down to River Dorn to west, reputed Capability Brown Landscape.
 Hedged open fields to east. Dornford Cottage to east of access track to Lower Dornford Farm
 (currently outside CA and NP boundary and proposed for inclusion as an anomaly this property
 wasn't included as part of the grouping of farm buildings buildings at Dornford)



Fig. 16: Hordley



Fig.17 Deserted medieval Village, Hordley

2.8 Hordley outlier including courtyard house built for the Gregory family
 Constructed c. 1500 of stone with stone slate roof and stone/brick outbuildings. Nineteenth
 century complex of farm buildings on hillside above Hordley converted to dwellings by
 Blenheim estates early 21st century. Pair of 19th century farm cottages, stone with brick
 dressings, dated 1888.



Fig. 18: Blenheim cottage pair 1888



Fig. 19: Hordley farm buildings conversions

3 Architectural details and local vernacular

There are three quarries shown on the 1881 First Edition OS map of the village, located on the track up to Zion Hill, in the angle of Milford Lane and The Butts and in the triangle of land between Glympton Road and Barton Roads. It is likely that Wootton buildings were constructed from materials close to hand including from these local stone quarries.

The built form of Wootton varies in date from medieval to present day. The earliest building is the stone built Church of St Mary which has 12th century and earlier origins (round headed blocked opening and lancet above in tower), mid-13th century nave and north aisle and impressive early English porch, 16th century clerestory with 3-light Tudor arched mullioned windows. Church restored 1876 by JP St Aubyn. Other early buildings include Hordley House of 16th century date, stone built and courtyard plan with details including a large projecting chimney with five diagonally set brick stacks, wood mullioned windows, 4-centred arched wooden doorway. Cottages of circa 16th century date include Tudor Cottage, Hayloft Cottage and No 3 Chapel Hill of single storey plus attic and substantial stone ridge stacks. Properties with datestones include The Old Bakehouse IA 1681, a prominent 3 storey house in Chapel Hill and Ivy Cottage with datestone R/B/S 1751 also in Chapel Hill. Milford Bridge Cottage of 1830. In Church Street, Parrotts is a five bay house of c.1700 with large shell hood over the entrance. Opposite is Parrott's School dated 1835 with lower Girls school of 1836 and gabled school house altered 1853. The flanking cottages with leaded light windows are dated 1836-1838. In Chapel Hill the former Wesleyan Chapel of 1886-7 and Manor Farmhouse of 18th century origins of 4: 1 bays. At the bottom of the Hill the 17th to 18th century Old Gloving House and circa 18th century Mill House, with mill stone.

Plan forms range from one up one down cottages found in Workhouse Yard, Chapel Hill to 2- and 3-bay cottages and houses, some with rear wings (Rose Cottage, Church Street; Corner House, Chapel Hill). South of the Recreation Ground are 2-bay double depth cottages with 'M' shaped roofs. Larger farmhouses and houses are of 3-5 bays (Manor Farm) and more complex plans like Mill House and Hordley House, of courtyard plan ranged around 3 sides of a courtyard.

Local details include pitched stone slate or Welsh slate roofs or modern equivalents. Red clay tiles and red brick are not local vernacular materials, being more associated with the clay vales of south Oxfordshire. However, the Victorian Red House in Chapel Hill is a prominent rare example of a brick/red clay tile building in the village. There are brick houses in Milford Place and imitation stone and red clay tiled roofs in the 21st century Marriot's

Close development. Elsewhere local limestone is the dominant walling material, typically squared and coursed with stone quoins and with stone slate or Welsh slate roofs.



Fig. 20: Plank doors, casements



Fig. 21 Panelled door and 6/6 sash

Windows are typically painted timber casements of 2 or 3-lights under timber or stone lintels. In larger houses 6/6 or 8/8 sash windows with keystone lintels are found such as at Yew Trees House in Castle Road and The Old Bakehouse, Chapel Lane. Wood mullioned and transomed windows with leaded lights typical of 17th to early 18th century date are found at Parrotts. Mullioned windows are found at Hordley House. 'Yorkshire' sliding sashes are found at the Killingworth Castle Inn. Simple plank doors with timber lintels (Hillside Cottage) or stone flat arches are commonly found in cottages and in the grander houses panelled doors with keystone ashlar heads and door hoods or canopies (Old Gloving House, Parrotts) or elaborate ironwork hood on metal posts (Yew Trees House).

Examples of semi-detached pairs of 19th century cottages are found at Dornford, adjacent to Lower Farm, at Hordley just off the access track to the B4027 and rendered 20th century cottage pairs at Holly Bank.

Modern 20th and 21st century housing includes council housing built in vernacular style in Castle Road located in spacious plots with front and rear gardens; Dorn View and Milford Place with semi-detached pairs; Marriott Close; and private developments such as Walnut Close, Clifford Terrace and Manor Court- the latter of larger scale with high steeply pitched roofs at odds with the surrounding smaller scale vernacular cottages. Converted farm buildings include Swallows Barn at Manor Farm, Lambs Lane, Home Farm and Hordley Farm Barns part of Blenheim Estate. Balliol Farm redundant barns opposite the Killingworth Castle Inn include a Dutch barn, weatherboarded barn and stables.

Distinctive features in the village include:

- Figure of eight street plan in the village core around Horse Shoe Lane, Mill Lane, Chapel Hill and Church Street
- Raised pavement with blue engineering brick retaining walls and blue/black parapet coping tiles stretching from the old School buildings west past the village shop past Hill House, into Chapel Hill
- Village WWI War Memorial 1920
- Pumps outside village hall, 4 Workhouse Yard and to north of 2 Castle Road; timber well housing opposite village hall; Sluts Well with stone housing on west side of Mill Lane

- Properties with datestones including Balliol Cottage 1834; Ivy Cottage, Chapel Hill R/B/S 1751; The Old Bakehouse, Chapel Hill, IA 1681; School Cottage, Parrott's School 1835, Lower Girls school 1836, gabled school house altered 1853, School Cottages 1836-1838. Mill House converted to dwelling 1940s and 1952-3 by FRS Yorke. Datestone FRS 1764 and 1953. H/C/A 1738; Zion Hill B/IA 1767; Branchflowers Cottage, West End 1867, Honeypot Cottage, West End J/RJ/1706; Semi-detached Blenheim estate stone cottages with brick dressings 1 and 2 Hordley dated 1888 with Marlborough coronet; 2011 datestone on frontage of 18 Castle Road. Milford Bridge Cottage 1830.



Fig. 22: Ivy Cottage datestone Fig. 23: Raised pavement, Chapel Hill & Church Street

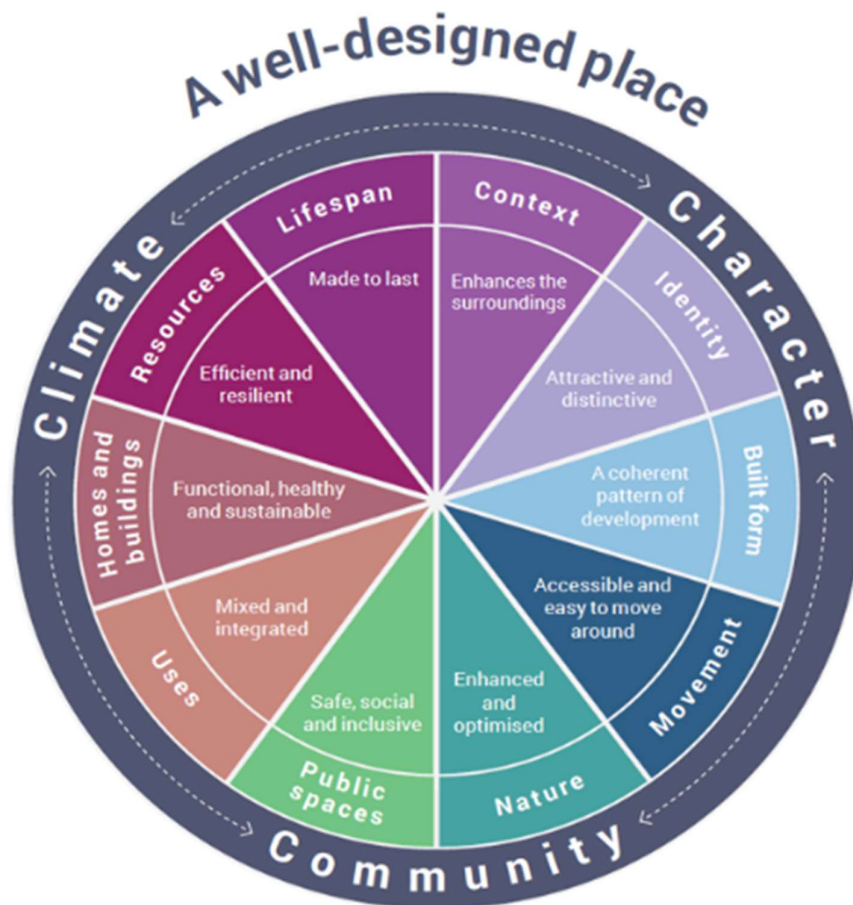
- Bread oven 'bulge' on exterior of house at top of Williams Lane, Top Lane
- Fire marks (insurance plaques) on 30 Castle Road and Killingworth Castle Inn
- Wide grass verges in The Butts, Castle Road (with cherry trees) and Glympton Roads
- Connecting footpaths including The Piece, The Butts, Williams Hill, Zions Hill
- Bridges, one of 1840, over The River Glyme at the junction of West End, Horse Shoe Lane and Mill Lane; Milford Bridge, Stratford Bridge.
- Rounded corners to 2 storey height to allow loaded carts or wagons to pass at Hayloft Cottage, Chapel Hill; Portlock, Church Street; Croton's Williams Hill
- Prominent drystone boundary walls including high stone wall around Wootton Place (former Rectory) originally with stone capping stones or stone on edge, some now unfortunately with mortar caps.
- Narrow winding streets in the village core and West End
- Prominent trees along Castle Road east side, bordering Wootton Place, within the private gardens and the east side of The Butts
- Buildings associated with various trades- Forge Cottage, Old Bake House, The Bake House, Old Gloving House- associated with outworkers connected to the gloving factories at Woodstock
- Former pubs- The Three Horseshoes, Kings Head House
- Former farms- Manor Farm, Home Farm, Balliol, Hordley, Lower Dornford
- Wide ranging views across Jubilee meadows to the River Glyme and along the Glyme valley at West End; many views outwards to the surrounding countryside from various edge off settlement viewpoints; far ranging views towards Woodstock church tower from the footpath above Top Lane and views inwards towards Wootton from West End lane

4 Design Guidance and Codes.

This section presents specific design guidelines and codes for future development that consider the local character and can enhance local distinctiveness by ensuring that if development takes place, it is of good quality.

Placemaking.

The term ‘placemaking’ is used by architects and planners as meaning creating the physical conditions that residents and users find attractive and safe, with good levels of social interaction and layouts that are easily understood. The placemaking principles set out in the following pages should be used to assess the design quality of future development in the village. These key principles should be considered in all cases of future development as they reflect positive placemaking and draw on the principles set out in many national design best practice documents including Building for a Healthy Life, the National Design Guide and National Model Design Code, 2021 : Ten characteristics of well-designed places diagram extracted from The National Design Guide F.24



The Ten Characteristics of well-designed places from The National Design Guide, 30 January 2021, Ministry of Housing, Communities and Local Government and Department for Levelling up, Housing and Communities

4.1 General principles

The National Design Guide explains that “Well-designed places have individual characteristics which work together to create its physical Character. The ten characteristics

help to nurture and sustain a sense of Community. They work to positively address environmental issues affecting Climate.”

- Any new development, which may include household extensions, infill development or small scale development, should not be viewed in isolation. Considerations of design and layout must be informed by the wider context, considering not only the immediate neighbouring buildings, but also the village character and landscape of the wider area. The local pattern of streets and spaces, building traditions, materials and natural environment should all help to determine the character and identity of a development. It is important that with any proposal, full account is taken of the local context and that the new design embodies the ‘sense of place’ whilst also meeting the aspirations of people already living in that area. As a first step, there are a number of design principles that should be present in any proposal. In particular, new development should:
 - Respect the existing settlement pattern in order to preserve the character.
 - Reinforce or enhance the established character of streets, greens and other spaces.
 - Harmonise and enhance existing settlement in terms of physical form and architecture.
 - Respect surrounding buildings in terms of scale, height, form and massing.
 - Adopt contextually appropriate materials and details.
 - Incorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features.
 - Ensure all components e.g. buildings, landscapes, parking and open space are well related to each other.

5. Design guidelines and codes for Wootton

This section introduces a set of design principles that are of particular relevance to Wootton. These are based on the local character analysis, as well as on discussions with members of the Neighbourhood Plan Steering Group, Village survey and the stated vision for the Parish. Those guidelines and codes are organised under three themes:

A Strategic principles and best design practice

B Built Form

C Environment and energy efficiency

A Strategic principles and best design practice

A1. CONSIDER THE LOCAL CONTEXT

The following principles should be considered with **new** developments:

- Development should consider the village as a whole and should not be considered in isolation.
- New development should knit in with the morphology of the village by adopting similar characteristics, such as the enclosed nature of the village core and the more open nature of the linear extensions and historic outliers.
- New development (whether infill or otherwise) should respect but not necessarily imitate older buildings.
- Any new development should respond to context, and topography, whilst also creating variety in order to provide design that is sympathetic to its setting. It should aim to protect the local pub/restaurant (Killingworth Castle) and the village hall, school, Church of St Mary, Wootton Place and village shop at the heart of community.
- Edge of settlement development should gradually transition to the surrounding landscape context, with a soft, low density edge. Building elevations along the existing village edge should connect into it and should provide an attractive and positive frontage.

- Layout, height, scale, form and massing should take precedent from the best examples of development within the village and the surrounding area.
- New development should respect the general rural character of the village as well as the character of each area within it. Thus, any new design, depending on its location, should be a good fit for the particular character area in terms of building scale, lines, physical boundary treatment, density and architectural style in order to preserve its unique characteristics.
- The network of Public Rights of Way should be retained and enhanced in new development proposals to promote active travel.
- Use trees and landscape planting to shape views and enclosure.
- Informal arrangements of buildings and a variety of housing types can add interest. The use of a repeating dwelling building type along an entire stretch should normally be avoided, unless that is the prevailing character/form.
- Appropriate front and back garden solutions should be encouraged. Any new developments should have setbacks that can provide front gardens, or alternatively small areas that offer buffer zones between private and public spaces. Building setbacks should be varied by street level, local character, and type of structure.

B Built Form

B1. PATTERN OF GROWTH

Settlement patterns in the Wootton Neighbourhood Plan Area vary from nucleated around the historic village core, to linear along historic and modern extensions and dispersed patterns of settlement in outlying groups of buildings within the wider landscape at Hordley (Hordley House and outbuilding/garage, Blenheim model farm conversions to dwellings, Blenheim farm cottages, deserted medieval village), Dornford (Lower Dornford Farmhouse and buildings, farm cottages and deserted medieval village), Holly Bank (house, barns and Holly Bank Cottages). Development is, typically, higher density within the historic village core with most properties hard up to the pavement edge or lower density more irregular development set back along back lanes (Mill House, Gloving House, Michael House, Home Farm, Meadowlands). More dispersed patterns of settlement of lower density include the west end extension with houses, cottages and farm buildings set back along a discontinuous building line and irregular siting of dwellings up Williams Hill and along Top Lane.

Development in these areas must reflect the following conditions:

- Proposals should seek to limit expansion, whilst any new development that does occur should integrate with the local landscape context.
- Large scale developments are not appropriate in the Wootton Neighbourhood Plan area. Individual plots are preferable and should reflect the organic growth patterns of the settlement.
- Elongation of the settlement into the open countryside will be discouraged.
- Proposals should have soft edges at the interface with the surrounding landscape.
- Built form should show some variation in its height, scale, massing and orientation within the plot, while still respecting the built environment features within the settlement.



B2. BUILDING HEIGHTS AND ROOFLINE

The roofline in Wootton reflects the rural vernacular character of the village and varies due to the age of properties, their character and building typology . It includes low pitched roofed cottages of nineteenth century date to taller more steeply pitched roofed cottages and farmhouses of 16th to 18th century date of 45 to 50 degree angle. Roofs are gabled rather than hipped.

- Some early dwellings are of single storey plus attic (Tudor Cottage, No 3 Chapel Hill) However the majority of properties are of 2 storeys and new properties should ideally not exceed 2 storeys to remain sympathetic to surrounding buildings. Historic 3-storey buildings are the exception (Castle House, Killingworth Castle Pub, No 4 Workhouse Yard).
- Accommodation in loft spaces is acceptable where it does not lead to roof shapes and dimensions that are out of proportion with surrounding buildings.
- The scale and pitch of the roof must always be in proportion with the dimensions of the building itself.
- Overly complex roofs should be avoided as they appear incongruous and out of place with local traditional roof forms.
- Traditional, local roofing materials such as stone slates or Welsh slates together with roofing details such as stone or brick chimneys should be incorporated where possible in new development.



Fig. 24: C20 housing on left, vernacular scale 2 storey Forge Cottage on right



Fig. 25 Variation in roof height & scale



Fig.26 New build on left respects scale and form of historic cottages on right, Castle Road.

B3. BUILDING SCALE AND MASSING

To tie in with the Tier 4 Medium Village categorisation of Wootton any new housing should be small-scale, limited infill, meaning that it needs to be designed with particular care. Such development might comprise small housing groups of 3-5 dwellings or individual plots and conversions, rather than large estates.

- Infill development, where this is in accordance with wider policies, should complement the street scene and rural setting.
- The net density of new development should conform with the prevailing densities in the NP area.
- Development need not imitate existing styles but its height, scale, form, massing and layout need to be in keeping.
- Height, scale and massing also need to be considered in relation to topography, views, vistas and landmarks. It is important to maintain gaps between buildings where this is a feature.
- New building lines should be reasonably consistent along a road with existing buildings, depending on the current pattern.

B4. RESPECT THE TOPOGRAPHY AND VIEWS

- New development proposals should not be visually intrusive. They should be achieved through appropriate scaling and design, including landscape screening, where appropriate.
- As noted above, existing views and vistas should be actively considered when preparing new development proposals. Where possible, new developments should seek to retain existing and frame new views and vistas towards the wider countryside.
- Where appropriate, future development proposals should incorporate landscape and built features to create landmarks, helping with legibility.
- New development proposals should maintain visual connections to the surrounding landscape and long views out of the settlement. Development density should allow for spaces between buildings to preserve views of countryside beyond.
- Creating short-distance views broken by buildings, trees or landmarks helps to create memorable routes and places, and easily intelligible links between places. New developments should be oriented to maximise the opportunities for memorable views and visual connectivity.

- Mature trees and other landscape features should be used at entrances to the development to help increase legibility.
- Local landmarks, such as churches and other prominent buildings, create a point of interest and orientation and help with wayfinding. Development must be at a density that is appropriate to the setting and keep some space between buildings to preserve views and provide feeling of openness.
- Protect the views to countryside by maintaining visual connections and long views out of the settlement to the countryside beyond.

B5. BACKLAND DEVELOPMENT / INFILL DEVELOPMENT / REPLACEMENT DWELLINGS

Backland development or plot infill is development on land of an existing dwelling or a gap between buildings. Replacement dwellings are where an existing home is demolished and replaced.

- The requirements set out within the other codes in this document must be maintained. Ensure the density, scale and appearance of the development reflects its immediate context and avoids impacts to the amenity of existing properties. Plot coverage ratios must reflect prevailing patterns in the immediate environs.
- Tandem development is a form of backland development where a new dwelling is placed immediately behind an existing dwelling and served by the same vehicular access. Tandem developments will generally be unacceptable due to the impact on the amenity of the dwelling at the front of the site.
- Where a proposal encompasses residential development of land behind an existing frontage or placing of further dwellings behind existing dwellings within the site, the proposal should demonstrate the privacy of existing and future residents means of access, and it should not extend the limit of settlements.
- Infill plot development should take precedent from good examples within the surrounding architectural context. Poor contextual precedent should not set the standard. Infill developments must follow National Policy.

B6. RESPECT SETTING

The NPPF 2024, Annex 2: Glossary states ‘setting is the surroundings in which a heritage asset (such as a conservation area or listed building) is experienced. Its extent is not fixed and may change as the asset and its’ surroundings evolve...’

- The historical relationships between the village core and historic extensions to the village including the historic outliers of Hordley, Dornford and Holly Bank should be acknowledged, respected and preserved. So too should the natural landscape features around Wootton such as woods, flood meadows around the Rivers Dorn and Glyme and areas of nature conservation including Jubilee Meadows.
- Key views inwards and outwards from key points in and around the village should be protected. (See map Fig....) These include across the Glyme valley from Dorn View and Milford Place as well as The Piece and Round Top and from Zion Hill towards the village, from Mill Bridge across the flood meadows towards West End, views outwards over open countryside to the west of Castle Road and from Burditch Bank northwards towards open fields and Balliol Farm buildings.
- Protect incidental, informal views towards the surrounding countryside including to Woodstock across the fields to the south which help to maintain and define a green gap between Wootton and Woodstock, protecting the village identity and preventing coalescence

- Preserve listed buildings and their settings and protect other important buildings of local interest and their settings such as the Killingworth Castle pub and Mill House. Protect views towards village landmarks such as the Church of St Mary and its' setting .
- Maximise opportunities for the restoration, enhancement and connection of natural habitats including tree management and appropriate tree planting which add interest to the village and surrounding countryside.

B7. EXTENSION AND ALTERATION

There are a number of principles that residential extensions and conversions should follow to maintain character:

- The original building should remain the dominant element of the property regardless of the scale or number of extensions. The newly built extension should not overwhelm the building from any given viewpoint.
- Extensions should not result in a significant loss to the private amenity area of the dwelling.
- Designs that wrap around the existing building and involve overly complicated roof forms should be avoided.
- The pitch and form of the roof used on the original building adds to its character and extensions should respond to this where appropriate.
- Extensions should consider the materials, architectural features, window sizes and proportions of the existing building and respect these elements such that the design of an extension matches and complements the existing building.
- In the case of side extensions, the new part should be set back from the front of the main building and retain the proportions of the original building. This is in order to minimise visual impact between existing and new build. Gaps between buildings must be maintained where this is a characteristic of the street.
- In the case of rear extensions, the new part should not have a harmful effect on neighbouring properties in terms of overshadowing, overlooking or privacy issues.
- Many household extensions are covered by permitted development rights, and so do not need planning permission. These rights do not always apply in certain locations such as conservation areas and in the curtilage of listed buildings
- Any conversions of buildings to dwellings (such as barn conversions) should respect and preserve the building's original form and character.
- Wherever possible, in conversions, reuse original materials such as roofing slates, stone walling or incorporate new like-for-like materials and place the new materials on the least conspicuous side of the building.



Fig. 25 Drystone walling, stone coping



Fig. 26: Drystone walling, stone on edge capping



Fig.27 Cement mortar capping

B8. BUILDING LINES AND BOUNDARY TREATMENT

The way buildings sit in relation to the street can affect the feel and attractiveness of a development. Building lines should have subtle variations in the form of recesses and protrusions but should generally form a unified whole. Boundary treatments should reinforce the sense of continuity of the building line and help define the street. A setback is the distance between the back of the lane and the building line. The size of the setback contributes to the overall character and sense of enclosure along a street. The setbacks of residential developments in rural areas, like Wootton, can be deeper due to larger front gardens.

- Buildings should ordinarily front onto streets. The building line can have subtle variations in the form of recesses and protrusions, adding interest to the streetscene but will generally follow a consistent line.
- Buildings should be designed to ensure that streets and/or public spaces have good levels of natural surveillance from adjacent buildings. This can be achieved by staggered layouts, or placing ground floor habitable rooms and upper floor windows facing the street.
- Adequate front gardens with native hedges and low walls as boundary treatment clearly define the property boundaries.
- Hedges and low walls contribute to the character and appearance of individual houses and the streetscene in Wootton, linking groups of properties and enclosing gardens. Low walls should be made of local materials (typically drystone or mortared stone walls).



Fig. 28 Squared, coursed limestone



Fig.29 : Random rubble walling



Fig.30: Limestone and grey slate roofing, casement windows in new build



Fig. 31: Ashlar limestone and stone slate roof Fig.32: Rare in Wootton, brick and red tile

B9. MATERIALS PALETTE The materials and architectural detailing used in the village should contribute to the historic character of the area and the historic vernacular. • The materials used in new development should be of a high quality and reinforce local distinctiveness. Any development proposal should demonstrate that the palette of materials has been selected based on a solid knowledge of the local vernacular style and traditions. Roofing materials should include stone slate, or tile and may include good modern substitutes • In new developments and renovations, locally sourced stone or stone that matches the buildings in the surrounding area would be most appropriate. • Particular attention should be paid to the size, colour, texture and finish of the stone which is generally squared coursed limestone and lime mortar. • Each building should be designed with the specific location in mind and its immediate surroundings. • If door or window frames need to be replaced they should ideally be replaced with the original materials such as painted timber sash windows or casements under stone or timber lintels. However, if different materials are chosen then the window style should still remain the same (if original). The opportunity should be taken to reinstate traditional style windows where they have been unsympathetically replaced in the past. • In existing modern developments, where render is painted, careful consideration needs to be given to ensuring the visual harmony of buildings in the village is retained by sympathetic choice of colour pallet.

B10. PARKING

Parking areas often are a necessity of modern development. However, they do not need to be unsightly or dominate views towards the house. Parking provision should be undertaken as an exercise of placemaking. • When placing parking at the front of a property, the area should be designed to minimise visual impact and to blend with the existing streetscape and materials. The aim is to keep a sense of enclosure and to break the potential of a continuous area of car parking in front of the dwellings. This can be achieved by means of walls, hedging, planting, and the use of quality paving materials. • When needed, residential car parking can be translated into a mix of on-plot side, front, garage, and courtyard parking, and complemented by on-street parking, although this is to be discouraged. • For family homes, on-plot parking is usually preferred. In these instances, cars should be placed at the side (preferably) or front of the property. For small pockets of housing, a rear court is acceptable. • Car parking design should be combined with landscaping to minimise the presence of vehicles. • Parking areas and driveways should be designed to improve impervious surfaces, for example, through the use of permeable paving.

ON STREET PARKING

On-street parking is the only option for most of the historic village core area. In order to reduce the visual impact of parked vehicles on narrow streets, such parking should be avoided in future new developments.

- On-street parking, where used, must be designed to avoid impeding the flow of pedestrians, cyclists, and other vehicles, and can serve a useful informal traffic calming function.

ON- PLOT SIDE OR FRONT PARKING

- Parking provided on driveways directly in front of dwellings should be avoided due to the visual impact that cars have on the street. Therefore, a maximum of 2 dwellings in a row will be permitted to provide parking in this way. Front gardens should be a minimum depth of 6m to allow movement around parked vehicles and also be well screened with hedgerows when providing parking space to the front of a dwelling.
- Parking being provided on a driveway to the side of a dwelling should be of sufficient length (5m minimum) so that a car can park behind the frontage line of the dwelling. This will reduce the visual impact that cars will have on the street scene. When parking is provided to the side of a dwelling a minimum front garden depth of 3m should be provided.

GARAGE PARKING

- Parking being provided in a garage to the side of a dwelling should be in line with, or slightly set back from the frontage line of the existing dwelling, which is in keeping with the character of the existing village and will reduce the visual impact of cars on the street.
- Garages must provide sufficient space internally to allow for parking and storage. The minimum internal dimensions of a garage should be suitable for the size of modern vehicles. The internal dimensions of a garage should be 3m width x 6m depth
- Where possible, avoid building garages in front gardens.

C Environment and energy efficiency

This section sets out some typical energy efficient technologies that could be incorporated in buildings.

C1. SUSTAINABLE DESIGN

Starting from the design stage, there are strategies that can be incorporated to include technologies such as passive solar heating, cooling and energy efficient landscaping which are determined by local climate and site conditions.

DRAINAGE Sustainable drainage solutions would be useful to resolve any flooding issues in the Parish. The term SuDS stands for Sustainable Drainage Systems. SuDS work by reducing the amount and rate at which surface water reaches a waterway or combined sewer system. Usually, the most sustainable option is collecting this water for reuse, for example in a water butt or rainwater harvesting system, as this has the added benefit of reducing pressure on important water sources. SuDS is based upon:

- Infiltration, which allows water to percolate into the ground and eventually restore groundwater.
- Attenuation and controlled release, which holds back the water and slowly releases it into the sewer network. Although the overall volume entering the sewer system is the same, the peak flow is reduced. This reduces the risk of sewers overflowing.
- Manage surface water as close to where it originates as possible.

- Reduce runoff rates by facilitating infiltration into the ground or by providing attenuation that stores water to help slow its flow down so that it does not overwhelm water courses or the sewer network.
- Integrate into development and improve amenity through early consideration in the development process and good design practices.

PERMEABLE PAVING

Most built-up areas, including roads and driveways, increase impervious surfaces and reduce the capacity of the ground to absorb runoff water. This in turn increases the risks of surface water flooding. Permeable paving offers a solution to maintain soil permeability while performing the function of conventional paving.

- Permeable paving can be used, where appropriate, on footpaths, green spaces, private access roads, driveways, and private areas within the individual development boundaries. Integrate into development and improve amenity through early consideration in the development process and good design practices.
- The choice of permeable paving units must be made depending on the local context. The units may take the form of unbound gravel, clay pavers, or stone setts.



Fig. 33: C21 housing with solar panels, Marriott Close

C2. RENEWABLE/LOW CARBON ENERGY

The use of renewable/low carbon energy solutions such as air and ground source heat pumps, geothermal and solar panels are strongly encouraged. The design and installation of solar panels should be carried out carefully considering potential impacts on the character/appearance of heritage assets. Preserving the character, appearance and visual interest of the Neighbourhood Plan area should be a priority. The following bullets relate to domestic solar:

ON NEW BUILDS:

- Incorporate Solar Panels to form part of the design context. Attractive options to Solar Panels are Solar shingles and Photovoltaic slates.
- Consider using solar panels as a material in their own right.

- Give serious consideration to the use of materials with high thermal mass (selection of building materials such as stone, brick, concrete that have ability to absorb, store and release heat) in the design and construction.

ON RETROFITS:

- Analyse the proportions of the building and roof surface in order to identify the best location and sizing of panels.
- Consider introducing other tile or slate colours to minimise adverse visual impacts.
- Consider the use of black solar panels due to their more attractive appearance. Black solar panels with black mounting systems and frames can offer an alternative to blue panels.
- Carefully consider the location of solar panels on buildings in relation to heritage assets. In order to avoid visual intrusion consider placement on rear roof slopes or appropriate ground locations in garden spaces



Fig. 34: Roadside verge, hedged boundary and trees to Horseshoe Lane

C3. WILDLIFE FRIENDLY ENVIRONMENT

Biodiversity and woodlands should be protected and enhanced where possible.

- Roadside verges, hedges, and trees act as natural buffers and should be protected, retained and incorporated when planning new developments.
- Abrupt edges to development with little vegetation or landscape on the edge of the settlement should be avoided and, instead, comprehensive landscape buffering should be encouraged.
- New developments and building extensions should aim to strengthen biodiversity and the natural environment.
- Ensure habitats are buffered. Widths of buffer zones should be wide enough and based on specific ecological function.
- New development proposals should include the creation of new habitats and wildlife corridors. This could be by aligning back and front gardens or installing bird boxes or bricks in walls. Wildlife corridors should be included to enable wildlife to travel to and from foraging areas and their dwelling areas. Include hedgehog gateways in walls and fences.

C4. SERVICING

With modern requirements for waste separation and recycling, the number and size of household bins has increased. This can pose a problem with the aesthetics of the property.

- When dealing with waste storage, servicing arrangements and site conditions should be taken into account. In some cases waste management should be from the front of the building and in others, from the rear. It is recommended that bins are located away from areas used as amenity space.
- Create a specific enclosure of sufficient size for all the necessary bins.
- Bins should be placed as close to the dwelling's boundary and the public highway as possible, such as against wall, fence or hedge.
- Refer to the materials palette to analyse what would be a complementary material.
- Create an environmentally sustainable enclosure to contain all bins

C5. STREET LIGHTING / DARK SKIES

The 'dark skies' character of the countryside should be protected. Dark skies benefit both people and wildlife. Any new development should minimise impact on the existing 'dark skies' within the settlements and reduce light pollution that disrupts the natural habitat and human health. The following guidelines aim to ensure there is enough consideration given at the design stage:

- Street lighting should be avoided within areas of public realm, in line with existing settlement character.
- Ensure that lighting schemes such as LED streetlights will not cause unacceptable levels of light pollution, particularly in intrinsically dark areas. These can be areas very close to the countryside or where dark skies are enjoyed.
- Residential lighting i.e. on or around the property is to be sympathetic with the location and be of low light levels so as to avoid excessive light pollution.
- Consider lighting schemes that could be turned off when not needed ('part-night lighting') to reduce any potential adverse effects. i.e. when a business is closed or, in outdoor areas, switching off at quiet times between midnight and 5am or 6am. Planning conditions could potentially be used to enforce this. External lighting schemes should be PIR controlled and unnecessary lighting avoided.
- Impact on sensitive wildlife receptors throughout the year, or at particular times (e.g. on migration routes), may be mitigated by the design of the lighting or by turning it off or down at sensitive times.
- Glare should be avoided, particularly for safety reasons. This is the uncomfortable brightness of a light source due to the excessive contrast between bright and dark areas in the field of view. Consequently, the perceived glare depends on the brightness of the background against which it is viewed. It is affected by the quantity and directional attributes of the source. Where appropriate, lighting schemes should include 'dimming' to lower the level of lighting (e.g. during periods of reduced use of an area, when higher lighting levels are not needed).
- The needs of particular individuals or groups need to be considered, where appropriate (e.g. the safety of pedestrians and cyclists and outside buildings used for public functions and events).
- Any new developments and house extensions designs should use natural light sources

6 Checklist

Because the design guidelines and codes above cannot cover all design eventualities, this section provides a number of questions based on established good practice against which design proposals should be evaluated. The aim is to assess all proposals by objectively answering the questions below.

6.1 General questions to ask- organised in topics:

GREEN SPACES, VIEWS AND CHARACTER

- Does the proposal maintain or enhance any identified views or views in general? • How does the proposal affect the trees on or adjacent to the site? • Has the impact on the landscape quality of the area been taken into account?

BUILDINGS LAYOUT AND GROUPING

- What are the typical groupings of buildings in the immediate area? • Does the proposed development offer variety and texture to the villagescape? • Subject to topography and the clustering of existing buildings, are new buildings oriented to incorporate passive solar design principles, with, for example, one of the main glazed elevations within 30° due south, whilst also minimising overheating risk?

BUILDING LINE AND BOUNDARY TREATMENT

- What are the characteristics of the building line? • How has the building line been respected in the proposals? • Has the appropriateness of the boundary treatments been considered in the context of the site?

BUILDING HEIGHTS AND ROOFLINE

- Have the proposals paid careful attention to height, form, massing, and scale? • If a higher than average building is proposed, what would be the reason for making the development higher? • Will the inclusion of roof mounted renewable technologies be an issue from a visual or planning perspective? If so, can they be screened from view, or located on rear roof slopes being careful not to cause over shading?

- HOUSEHOLD EXTENSIONS • Does the proposed design respect the character of the area and the immediate neighbourhood, or does it have an adverse impact on neighbouring properties in relation to privacy, overbearing, or overshadowing impact? • In the case of a side extension, does it retain important gaps within the street scene and avoid a 'terracing effect'? • Does the extension offer the opportunity to retrofit energy efficiency measures to the existing building? • Can any materials be re-used in situ to reduce waste and embodied carbon?

BUILDING MATERIALS AND SURFACE TREATMENT

- Does the proposed material harmonise with the local materials? • Have the details of the windows, doors, eaves, and roof been addressed in the context of the overall design? • Do the new proposed materials respect or enhance the existing area or adversely change its character? • Has the embodied carbon of the materials been considered and are there options which can reduce the embodied carbon of the design? For example, wood structures and concrete alternatives. • Can the proposed materials be locally and/or responsibly sourced? E.g. FSC timber, or certified under BES 6001, ISO 14001 Environmental Management Systems?

ARCHITECTURAL DETAILS AND CONTEMPORARY DESIGN

• If the proposal is within the conservation area, how are the area characteristics reflected in the design? • Does the proposal harmonise with the adjacent properties following the height, massing, and general proportions of adjacent buildings? • Does the proposal maintain or enhance the existing landscape features? • Is it possible to incorporate passive environmental design features such as larger roof overhangs, deeper window reveals and/or external louvres/shutters to provide shading in hotter months? • Are the design styles repetitive? Are there rows of near-identical dwellings (no matter the quality)? Repetitive design styles are inappropriate to the character of the village.

Delivery

The Design Guidance and Codes will be used to achieve high quality design appropriate to the Wootton NP context

USER GROUP	DESIGN GUIDANCE & CODES PURPOSE
Applicants, developers, landowners	As a guide to community and LPA expectations on design, allowing a degree of certainty, following the guidelines as planning consent is sought
Local Planning Authority	The NP Design Guidance and Codes will act as a reference point, related to WODC policy, against which to assess planning applications. They should be discussed with applicants during pre-application discussions
Parish Council	As a guide to assessing and commenting on planning applications, ensuring that the Design Guidance and Codes are complied with
Community organisations	As a tool to promote community backed development and to inform comments on planning applications
Statutory consultees	As a reference point when commenting on planning applications

Appendix

Policy and evidence based review. This Design Guide has been informed by the following documents produced at national, county and district levels. Any new development should be informed by these documents.

National Planning Policy Framework (NPPF), 2024, Department for Levelling Up, Housing and Communities

National Design Guide, 2019, Department for Levelling Up, Housing and Communities

National Model Design Code, 2021, Department for Levelling Up, Housing and Communities

Building for a Healthy Life, 2020, Homes England

Manual for Streets, 2007, Department for Transport

West Oxfordshire Local Plan 2031 and the new West Oxfordshire Local Plan 2026-2043

West Oxfordshire Design Guide, 2015

NPPF 2024

Annex 2: Glossary

Design code: A set of illustrated design requirements that provide specific, detailed parameters for the physical development of a site or area. The graphic and written components of the code should build upon a design vision, such as a masterplan or other design and development framework for a site or area.

Design guide: A document providing guidance on how development can be carried out in accordance with good design practice, often produced by a local authority.

Designated heritage asset: A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.

Heritage asset: A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. It includes designated heritage assets and assets identified by the local planning authority (including local listing).

WOOTTON LOCAL HERITAGE LIST

Buildings/structures of local heritage interest:

- Killingworth Castle Inn, W/K/S 1687 (William and Silence Killingworth)
- Pump to north of 2 Castle Road
- Pump outside Village Hall
- Pump outside 4 Workhouse Yard
- Well housing opposite Village Hall (mains water to village 1953-1955)
- Sluts Well, west side of Mill Lane
- Raised pavement Church Street/Chapel Hill
- Wellside Cottage, Chapel Hill
- Red House, Chapel Lane
- The Old Bakehouse, Chapel Hill, datestone1681
- Ivy Cottage, Chapel Hill, datestone 1751
- Mill House, Mill Lane
- 67 and 71 Castle Road, circa 1900s Arts and Crafts Cottages, T plan
- Old Forge
- Old Wesleyan Chapel of 1887, Chapel Lane
- Old sign by Village Hall
- Village Hall , built 1925-1926

Criteria for selection of local heritage assets is published in Historic England's Local Heritage Listing, 2017

<https://historicengland.org.uk/images-books/publications/local-heritage-listing-advice-note-7/heag301-local-heritage-listing/>