

**Present:** Chairman Councillor C I Pye  
Vice Chairman Councillor C W Gibson  
The Mayor, Councillor Mrs G Zakss  
Councillor T B Buckett  
Councillor Miss L M Hillier  
Councillor D R Nimmo-Smith  
Councillor S Smith  
Deputy Mayor, Councillor Mrs E Hodgkin (ex-officio)

**In Attendance:** Mr M W Kennedy – Town Clerk  
Ms N Taylor – Minute Taker

**Also Present:** Councillor A J Follett  
Councillor Mrs J Wood  
Councillor Rev'd Angie Paterson - SODC Cabinet  
Member for Planning  
Ms Gill Oliver – Planning Policy Manager  
Ms Paula Fox – Planning Manager Development Control  
East  
1 Member of the Press  
2 Members of Public

**3750. TO RECEIVE APOLOGIES FOR ABSENCE**  
Apologies were received from Councillor A J Elliott

**3751. DECLARATIONS OF INTEREST**

*Members were reminded that, under the provisions of Part 2 of the Local Government Act 2000 (The Code of Conduct), a member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest. A member with a prejudicial interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he has obtained a dispensation from the standards committee of the responsible authority; and not seek improperly to influence a decision about that matter. For the purposes of this Part (of the Act), "meeting" means any meeting of the authority; or any of the authority's committees, sub-committees, joint committees or joint sub-committees*  
Councillor T B Buckett – P09/E0105, Sainsburys Supermarkets Ltd, 9-11 Bell Street – Personal and Prejudicial interest - Close friend of the Sainsburys.

**3752. MINUTES**

The Minutes of the Meeting held on 24 February 2009 were approved and signed by the Chairman as a true record.

**3753. OBJECTIONS**

Members to decide which Councillor is to speak at District Council in the event of an objection: P09/E0063, 30 Cromwell Road - Councillor T B Buckett to call in application and attend as Ward Member. P09/E0162, 205 Greys Road – Councillor Miss L M Hillier to speak on behalf on Henley Town Council.

**3754. PLANS (new)**

**F/2009/0289**

**Henley Cricket Club, Matson Drive, Remenham**

Proposed change of use of allotment land to allow overspill parking and variation to condition 3 of consent 42518 to allow use of part of allotment holders car park by Henley Cricket Club for 16 days per year.

For: Henley Cricket Club

**OBSERVATION:**

**No strong views**

**P09/E0063**

**30 Cromwell Road (Other)**

Two storey extension to rear, reducing to single storey and extending to side and new porch.

For: Mr Allan Thomas

**OBSERVATION:**

**Recommend refusal – Henley Town Council objects to this application due to it being over developed, too bulky and over intensive use of the site.**

**P09/E0070/A**

**10–12 Bell Street (Advertising Consent)**

Illuminated fascia shop signage.

For: Mr Michael Adams

**OBSERVATION:**

**Recommend refusal – Henley Town Council objects to this application due to it not being in accordance with the Shopfront Design Guide, use of inappropriate materials and cut out letters.**

**P09/E00099**

**Christ Church Centre, 46 Reading Road (Minor)**

Construction of single storey extension to existing church centre building to create new church facilities with ancillary works.

For: Christchurch URC

**OBSERVATION:**

**No strong views**

Councillor Miss L M Hillier joined the meeting at 7.38pm.

Councillor T B Buckett having declared a personal and prejudicial interest left the meeting whilst the following application was being discussed and took no part in the consideration there of.

**P09/E0105**                    **9-11 Bell Street (Minor)**  
2 Fan EC unit plant to be installed on the roof.  
For: Sainsbury Supermarkets Ltd  
**OBSERVATION:**    **Henley Town Council has no objections in principle to this application but would prefer the location of the plant to be in the South West corner away from the flats.**

Councillor T B Buckett rejoined the meeting.

**P09/E0120**                    **14 Kings Road (Other)**  
Two storey rear extension with room in roof above.  
For: Mr Christopher Dodd  
**OBSERVATION:**    **Recommend refusal - Henley Town Council objects to this application due to it being over intensive, out of character and of an inappropriate design in a Conservation Area.**

**P09/E0121**                    **2 Belle Vue Road (Other)**  
Erection of rear single storey extension and attached garage.  
For: Mr Julian Morgan  
**OBSERVATION:**    **No strong views**

**P09/E0122/LD**                **58 Gainsborough Hill**  
Erection of flat roof rear dormer window to dwelling house.  
For: SOHA Housing Ltd  
**OBSERVATION:**    **No strong views**

**P09/E0128**                    **2 Niagara Road (Other)**  
First floor rear extension  
For: Mr Alan Arlett  
**OBSERVATION:**    **No strong views**

**P09/E0130**                    **4 Boathouse Reach (Other)**  
Replacement of ground floor patio doors and window with new bi-fold doors. Replacement of patio doors at first floor with bi-fold doors, to match ground floor.  
For: Mr Peter Bates  
**OBSERVATION:**    **No strong views**

**P09/E0135**                    **38 Park Road (Other)**  
Single storey rear extension.  
For: Ms Joanna Cartwright  
**OBSERVATION:**    **No strong views**

**P09/E0142**                    **3 Marmion Road (Other)**  
Single storey rear kitchen extension.

**OBSERVATION:** For: Mr Paul Badger  
No strong views

**P09/E0157**                    **87 Mount View (Other)**

Erection of a shed

For: Mrs Kim Bailey

**OBSERVATION:** No objections subject to the use of an environmentally friendly wood preservative other than Creosote.

**P09/E0162**                    **205 Greys Road (Minor)**

Demolition of existing bungalow and erection of two x 4 bedroom houses with relocation of existing vehicular access.

For: Claude Fenton Holdings Ltd

**OBSERVATION:** Recommend refusal – Henley Town Council objects to this application due its bulk, increased traffic on the Greys Road and it being over intensive. This Council believes that there are trees on the site that are subject to Tree Preservation Orders which need to be enforced.

**3755. FOR INFORMATION ONLY**

**P09/E0084**                    **76 Bell Street**

**P09/E0085/LB**              **76 Bell Street** (Listed Building Consent)

The Committee noted the information

**3756. PLANNING UPDATE**

The Committee noted the information

**3757. PROGRESS**

The Committee noted the information

**3758. BUDGET**

The Committee noted the information

**3759. HENLEY ON THAMES INTEGRATED TRANSPORT STRATEGY (ITS)**

The Committee considered the action notes from the Working Group meeting held on 21 January 2009 and noted the information.

**3760. TEMPORARY ROAD TRAFFIC ORDER**

The Committee received three letters from Oxfordshire Highways advising that a temporary road closure will take place on Reading Road on 29 March 2009 (one day only). St Andrews Road from 6 April for two weeks for essential gas main replacement works and Bell Street/ Hart Street on 14 April for four days.

The Committee RECOMMENDS

that a letter be sent to Highways advising them that this Council is concerned about the weight limit in Bell Street and thinks that lorries will

struggle to turn the corner from Duke Street to go up through the Market Place.

The Chairman invited Ms Paula Fox, Ms Gill Oliver, Rev'd Councillor Angie Paterson, Councillor A Follett and Councillor Mrs J Wood to the table.

**3761. SODC EASTERN AREA PLANNING OFFICER QUESTION AND ANSWER SESSION**

A list of questions raised by Henley Town Councillors (see attached) was put before Ms Fox, Ms Oliver and Councillor Rev'd Paterson.

In reply the committee was advised that new regulations had been put in place on 1 October 2008 which were meant to simplify the planning process, not many rules were relaxed and applications are now impact based rather than volume based.

As a Town Council there should be no implications for us from the new regulations.

Some development rights have been taken away and two areas – St Marks Road and Reading Road have had an article 4(2) placed on them, this is because the town centre has a lot of listed buildings. Listed Building Consent needs to be sought for most applications whereas the other two areas have hardly any listed buildings in them and applications could slip through.

Applications will only be marked with CA if the application is for demolition, Conservation Area information is available on the South Oxfordshire District Council's website. Ms Fox advised that she would request that all relevant applications are marked with CA.

At present eight shopfronts are being looked at with a view to enforcement action. This is confidential information until owners are notified, following which there will be a six month compliance period.

A map showing the Conservation Areas in Henley will be sent,

The Shop Front Design guide is now 14 years old and due to be updated but a copy will be sent to Henley Town Council electronically. There are also leaflets and an advertising guide available.

There is a leaflet available that explains article 4(2). The article does not prevent development it just means tighter control.

Unauthorised installation of satellite dishes is currently being looked into in Greys Road.

“Major” applications are applications of ten or more dwellings

“Minor” applications are applications of one – nine dwellings

“Other” applications are applications for householder or small changes

Any conflict of opinion on either a “major” or a “minor” application will automatically be sent to committee. When the Council submits objections relating to “other” applications in conflict with the Planning Officers opinion, these applications will only be determined by Committee at the request of the District Councillor Ward Member. Henley Town Council needs to think about the amount of applications it sends to committee as if all objections are referred the objections may become diluted. It is important that if we are objecting that someone attends the meeting to speak on behalf of the Town Council.

The policy of not presenting “other” applications to committee has been in place for five years. They are now determined by the Planning Officer.

Planning Applications are presented for comment by the Town Council within 21 days. If an amendment comes in within the 21 day consulting period, notification will be sent if possible.

Information only amendments to applications that have already been granted planning permission are so minor that it is not thought that they would warrant a change in decision. However, the Town Council is free to make any comments if we feel the need.

Minor applications that have a small change to an approved plan would have a further twenty one days for observation.

If an objection is made to an amended application, the applicant has to reapply from scratch. The District Council will not approve a minor amendment application if the Town Council objects to it; where the Town Council has no further observations to make our original response still stands.

Any application where there is a concern of flooding would have to receive the approval of the Environment Agency.

Adrian Duffield will be advised that this Council has a large number of people who are either elderly or do not have access to a computer and will still need to receive applications in hard copy rather than electronically. There is also a problem in this area with down load speeds and it is very difficult to get a sense of scale without a hard copy.

The District Council has three Enforcement Officers and cases are dealt with by level of priority – top priority will always go to cases that are thought to cause greatest harm. The first response would be to try and liaise with the applicant and try and encourage the stoppage of any works (this cannot be enforced unless the works are causing public harm) then the applicant would be offered the chance to make a retrospective application which would go for formal consideration.

A District Councillor who also sits on the Plans Committee at Town Council cannot vote at District planning meetings as it would fetter their discretion, but a substitute can sit on the committee.

District Council is aware of several new businesses coming into the town but has not received any planning applications

**3762. EXCLUSION OF THE PUBLIC AND THE PRESS**

It was moved by the Chairman and RESOLVED

that the Public and the Press be excluded from the remainder of the meeting in accordance with the PUBLIC BODIES ADMISSION TO MEETINGS ACT 1960 as matters which are about to be discussed are considered to be confidential.

**3763. SOUTH OXFORDSHIRE DISTRICT COUNCIL CORE STRATEGY**

Members discussed the various sites contained in the preferred options report as set out in the Confidential Minutes attached.

**3763. MINUTES OF THE CONFIDENTIAL SESSION OF THE MEETING OF THE PLANNING AND TRANSPORT COMMITTEE HELD ON 10 MARCH 2009.**

**SOUTH OXFORDSHIRE DISTRICT COUNCIL CORE STRATEGY**

The Committee received a presentation from Ms G Oliver, Planning Policy Manager on the preferred options contained in the SODC Core Strategy.

The Core Strategy document is a key document and part one of a series that will eventually replace the Local Plan.

The document looks at where we want to be and what we want to achieve in the next 20 years, it will be evidence based, have a special / land use aspect and take into consideration issues, trends and view and aspirations of the Local Council.

The first issue will cover challenges i.e. decline in jobs in the district, problems with skilled workers, the aging population and affordable housing.

What do we want and how do we get there:

Affordable houses - 150 need to be built within the next 3 years with 3-400 required in the next 20 years.

Townlands Hospital – To keep the hospital in Henley

Gillotts School – To be modernised

Henley College. – To be redeveloped

Affordable Housing – Over the next twenty years Henley needs to provide green field space for between three and four hundred houses. Small housing developments do not provide an adequate number of affordable homes.

Henley Town Council's concerns regarding the infrastructure not supporting the additional housing has been noted i.e. drainage, water supply and roads but any significant development would have a major contribution from the developer towards addressing the infrastructure problems.

Gillotts Field was a possible site for housing but as it is controversial alternative sites are being sought. Council advised that this site was brought by Henley Town Council in the 90's to ensure that no development ever took place on it.

Highlands Farm – this site is an employment site and Government is steering away from using employment sites for housing. The site is also a bit too detached for housing as the preferred option is to build houses within communities. A suggestion was made for a museum and an eco village with carbon neutral housing on this site.

Other possible housing sites to be considered are

Tesco Sports grounds area

Marlow Road – relocation of the Rugby Club  
Youth Centre – Relocation and rebuild  
Stuart Turner – Possibility that this site may be up for sale in the next few years.  
Empstead Works

Henley needs to provide three possible sites for development. If the District Council cannot suggest any sites it may have to consider compulsory purchase. Ms Oliver stressed that she would need to seek legal advice on this point. Any local solution is better than a Central Government decision and it is more a case of rewards for compliance than penalties for not provision of a suitable site.

There will be a public consultation in the Town Hall on 2 April 2009, from 1 – 7pm. The local press will be informed and leaflets will be provided at the Town Hall and public areas i.e. Library.

An official response to the consultation (which will run from the middle of March until 1 May 2009) will be required from both the Town Council and members of the public with workshops being run (by invitation only).

Gillotts School- This site is in real need of redevelopment as it is very run down and out dated. There is the possibility of selling off all or part of the school grounds and using that money plus additional funding to rebuild.

Henley College – There was a possibility of the Henley College moving to the Highland Farm site but due to the current economic climate Government monies would now have to be phased which unfortunately means a redevelopment rather than a relocation.

The draft Retail and Leisure Assessment is available in an electronic version but is now out of date.

More land needs to be made available in Henley for allotments

Market Place Mews development issue is now sorted and works will commence before the end of 2009.

#### Comments raised by Council

The birth rate in Henley has actually been going up every year and this has caused a shortage of school places, this year 4 year olds are having to be sent to Benson and Wallingford as there are not enough school places in Henley.

Henley has a real shortage of manufacturing areas and is full of office space.

Henley is not well served with access routes and an additional 600 cars would cause major problems not only on these routes but on other roads such as Greys Road which already struggle with traffic load.

Henley is an area that unfortunately has development constraints i.e. the river and the Chilterns, and the Chilterns must be protected.

Henley has a need for smaller more affordable housing and does not need any more executive housing.

The Chairman, Councillor C I Pye thanked Ms Oliver, Ms Fox and Councillor Rev'd Paterson for attending the meeting

The meeting closed at 9.40pm

nt

Chairman