

Present: The Chairman, Councillor Ken Arlett
The Vice Chairman – Councillor Michelle Thomas
Councillor Ian Clark
Councillor Donna Crook
Councillor Stefan Gawrysiak
Councillor Laurence Plant
Councillor Dave Eggleton
Councillor Rob Romans

In Attendance: Cath Adams – Planning and Project Manager
Kirsty Waterman – Planning Committee Administrator

Also Present: 13 Members of the Public
1 Member of the Press
Patrick Fleming – Henley in Transition
Ruth Lindup – Henley in Transition

19. APOLOGIES FOR ABSENCE

No apologies were received from Councillors.

20. DECLARATIONS OF INTEREST

Councillor Gawrysiak declared a pecuniary interest in P19/S1260/HH and as such would not be participating in the discussion or voting. Councillor Thomas declared an interest in agenda item 12 as her name is noted as the applicant.

21. PUBLIC PARTICIPATION

Duncan Crook of Ressance spoke on application **P18/S2362/FUL** an amendment to Hallmark House. Changes have been implemented after consideration from Conservation Officer reports, Design panel, SODC, Henley Town Council and local residents comments. A reduction of size to the top floor by 1 unit, reduction in impact on the Imperial Hotel building, taken parapet on top floor back. Page 21 of the design and access statement states reduction of relationship with neighbours (18 and 18a) and Imperial Hotel. Windows have been removed overlooking neighbours. A shared living space is being proposed on the ground floor. The length of windows have been increased to improve light quality. Clearer labelling has been provided to assist with alleviating neighbours' concerns.

Councillor Gawrysiak spoke from the public gallery on planning application **P19/S1260/HH**. He objects to the lack of landscaping and removal of trees and bushes in the front and rear gardens. Councillor Gawrysiak stated that a condition of the original permission was to provide a landscaping scheme before the building work was carried out. As the landscaping plan was not produced the development is in breach of the permission. A landscaping scheme has not been submitted as part of this retrospective application and so this condition has not been addressed at all.

22. MINUTES

The Minutes of the Meeting of the Planning Committee held on 14 May 2019 were **RECEIVED, NOTED** and **SIGNED** by the Chairman Councillor Arlett.

23. VARIATION TO ORDER OF BUSINESS

In accordance with Standing Orders 5(a) (vi), it was **RESOLVED**

that in view of expedience, the order of business on the agenda was altered deferring item 5 until all planning applications had been considered.

24. PLANS (Amended)

P18/S2362/FUL

Hallmark House Station Road Henley-On-Thames RG9 1AY (Full application)

For: Rissance Limited

Extension to existing building (benefiting from PDR B1 to C3 under P18/S0840/PDO) to provide 5 additional residential apartments, including new fenestration and other external finishes described on the plans (Revised plans and Design and Access Statement received 14th May 2019, incorporating the following changes: Alteration to the building form, removing part of the parapet wall nearest the Imperial Hotel and greater set back at top floor accommodation Creation of live/work meeting space at ground floor level and relocation of bike store to the rear of the building Extension of side bay window area and addition of timber fins Alterations to fenestration detail at ground floor level)

Plans: Hallmark House Station Road

HTC Observation:

10.10.18 – Recommend refusal on grounds of overintrusive, unneighbourly design being too high and over imposing, too close to neighbours at the rear and the mass being too great for the area.

15.01.19 - Recommend refusal on the same grounds as before as unneighbourly, overdeveloped, mass too great which will create loss of light. HTC Planning Committee have overlooking concerns even with a condition on the rear windows to protect privacy. The development is uncharacteristic and the area would be better suited to a pitched roof design which would be generally more in keeping.

04.06.19 – Recommend refusal due to design and character being overbearing in the context of the setting and creating a dominant presence even with the current amendments.

P19/S0143/FUL

river bank and rural grass land along the River Thames on Fawley Meadows Henley on Thames (Full Application)

For: Henley Royal Regatta

The proposal is for approximately 650m of river bank protection (170m South Oxfordshire & 480m Wycombe District Council, on the River Thames, Henley. River bank protection is required to reduce any further riverbank erosion; it is estimated that up to 1 m of bank is eroded in a year. The river bank protection will consist of green bio-engineering solutions, to strengthen the bank and improve biodiversity of the area. The work will consist of the following three options: 1. Vegetated coir rolls installed over submerged rock rolls and backfilled. 2. Pre-seeded geotextile bags and suitable growing medium, installed over submerged gabions. Hazel faggots / timber will be fixed securely to the gabions, on the riverside. 3. Layer of gravel installed underwater on river bank, up to 50 mm thick and not further than 2 m from local bank edge, to protect naturally formed, 'beaches'. The bank protection will protect existing trees on the riverbank by running around the riverside of these trees. The works will not include any topping, lopping, or felling of any trees (amended plans, bank management information and additional ecological appraisal received 15th May 2019)

Plans: river bank and rural grass land along the River Thames on Fawley Meadows

HTC Observations: **05.02.19** - Recommend approval subject to full biodiversity and tree surveys. The Committee preferred Option 3.
04.06.19 – Unanimous approval

P19/S0776/HH

'Nevins' 54b Berkshire Road Henley-On-Thames RG9 1NA (Householder)

For: Clare White c/o JPPC Agent Mr Adrian Gould

Proposed erection of a single storey garden building.(as amended by drawing received 7 May 2019).

Plans: 'Nevins' 54b Berkshire Road

HTC Observations: **09.04.19** - Recommend refusal. The Committee unanimously recommended refusal due to the height of the proposal and proximity to neighbours.
04.06.19 – Recommend refusal due to the height and scale of the proposal. The amendment has reduced the height by a small amount and as such is still almost 4 metres in height which is unneighbourly and intrusive for the neighbours' amenities.

P19/S0926/HH

4 Parkside Henley-On-Thames RG9 1TX (Household)

For: **Mr & Mrs Reynolds**

Proposed single storey extension and alterations

Plans: 4 Parkside

HTC Observation: **09.04.19** - Recommend approval
04.06.19 – Permission granted no comment required.

25. PLANS (New)

Cllr Garwysiak left the room at 19.54 while discussions on P19/S1260/HH took place

- P19/S1260/HH** **216 Greys Road Henley on Thames Oxfordshire RG9 1QX**
(Householder)
For: Dr K McIntyre
Extension and alterations following the removal of rear conservatory, the single storey areas to the East and the double garage to the West.
Plans: 216 Greys Road
- HTC Observation:** **04.06.19 – Recommend approval on the proviso that the landscaping condition from the original application (P17/S4452/HH) be reinstated and enforced. It is noted this condition for landscaping has been omitted from this new retrospective application. Henley Town Council suggest TPOs be placed on at least 2 trees in the landscaping scheme to protect future greening.**

Cllr Garwysiak returned at 19.58 after discussions on P19/S1260/HH had taken place

- P19/S1382/HH** **28 Cromwell Road Henley-on-Thames Oxon RG9 1JH**
(Householder)
For: Mr Richard and Mrs Nadia Chalcraft
Single storey rear extension, replacement windows, stove installation and raising of brick retaining wall to southern boundary.
Plans: 28 Cromwell Road
- HTC Observation:** **04.06.19 – Recommend approval**
- P19/S1394/HH** **8 Elizabeth Road Henley on Thames RG9 1RG**
(Householder)
For: Mr & Mrs Green
Side and rear extension
Plans: 8 Elizabeth Road
- HTC Observation:** **04.06.19 – Recommend approval**

- P19/S1411/LB** **Rupert Cottage Rupert Close Henley on Thames Oxfordshire RG9 2JD** (Listed Building Consent)
For: Ms Cristee Parker & Mr F Ahmad
Revision to main windows of bedroom 2 from previously approved design Flat roof to kitchen cantilevered 50cm to provide weather protection (Amended Plan received 17 May 2019).
Plans: Rupert Cottage
- HTC Observation:** **04.06.19 – Recommend approval**

- P19/S1434/FUL** **20 Market Place Henley-On-Thames RG9 2AH** (Full application)
For: Unique Dining Limited c/o agent Turley
 External alterations to elevations and roof, creation of awning, the insertion of a conservatory roof in passageway.
 Plans: 20 Market Place
- HTC Observation:** **04.06.19 – Recommend approval subject to the bread oven remaining in the building. Henley Town Council have concern over the preservation of this historical item.**
- P19/S1435/LB** **20 Market Place Henley-On-Thames RG9 2AH** (Listed building Consent)
For: Unique Dining Limited c/o agent Turley
 External alterations to elevations and roof, creation of awning, the insertion of a conservatory roof in passageway, various internal alterations and hanging sign at front elevation.
 Plans: 20 Market Place
- HTC Observation:** **04.06.19 – Recommend approval subject to the bread oven remaining in the building. Henley Town Council have concern over the preservation of this historical item.**
- P19/S1529/HH** **100A St Andrews Road Henley-On-Thames RG9 1PL** (Householder)
For: Mr & Mrs Holmes
 Part single and part two storey rear and side extensions, alterations to the fenestration, re-cladding and associated internal alterations.
 Plans: 100A St Andrews Road
- HTC Observation:** **04.06.19 – Recommend approval**

26. OBJECTIONS / CALL IN APPLICATIONS

The Committee **DECIDED** to call in applications **P18/S2362/FUL, P19/S0776/HH, P19/S1260/HH.**

27. DECLARING A CLIMATE EMERGENCY

The Committee **RECEIVED** a presentation from Henley in Transition on Declaring a Climate Emergency. The presentation was well received and the Chair thanked Henley in Transition for their presentation and highlighting the issue to the Council. The accompanying slides are to be circulated to Councillors.

It was RESOLVED TO RECOMMEND:

- i. That Henley Town Council acknowledge the Climate Emergency
- ii. That a Working Group be set up to report into Planning Committee, consisting of 4 Councillors and 6 co-opted members.
- iii. That the Working Group be allocated a budget of £500 to cover public engagement, literature, print outs and posters etc

It was agreed that the Working Group could work in collaboration with Reading University to offer possible dissertation topics to Masters students of Renewable Energy: Technology and Sustainability which could form the basis of deliverable projects in Henley on Thames. A list of deliverable and practical targets and projects will be drawn up once a Working Group has been established.

28. DECISION NOTICES

The Committee **RECEIVED** and **NOTED** the report on the decision notices received from SODC.

29. TRANSPORT STRATEGY GROUP

i) CAR CLUB- DEVELOPER CONTRIBUTION

The committee **CONSIDERED** Transport Strategy Group's proposal as per Planning Committee Minute 223 (19.03.19) which seeks support from Planning Committee to ask developers for financial contributions towards a Car Club within Henley.

During Planning Committee meeting on 19 March 2019: Dave McEwen of Henley in Transition and the Transport Strategy Group was invited to the table to present to the Committee. He was asking for support from the Committee to ask developers for financial support towards a car club within Henley. A car club will provide electric vehicles for hire within the town which will go some way to addressing air quality issues and reduce the number of vehicles within the town. The Transport strategy Group's chosen provider is Co-wheels.

If a developer offers funds to support the scheme they may not be obliged to offer as many parking spaces within a development. The initial cost is for 2 cars at £20k for 2 years. A trial is unlikely to be possible. Henley is deemed to be an appropriate size and demographic mix to support the scheme according to Co-wheels' demographic mapping data. Positioning of future cars within the town are being looked into.

It was RESOLVED TO RECOMMEND:

- i. To ask developers in Henley on Thames for a financial contribution towards the Henley Car Club
- ii. And that SODC be asked by Henley Town Council to support the Henley Car Club by asking developers in Henley on Thames for a financial contribution.

ii) MEMBERSHIP AMENDMENT

The Committee **CONSIDERED** and **APPROVED** in accordance with the Planning Committee's Terms of Reference viii) that Councillor Darrel Poulos (Remenham Parish Council) be added to the membership list of the Transport Strategy Group and continue his membership for the municipal year 2019 -2020.

iii) NEXT MEETING DATE

The Committee **NOTED** the next Transport Strategy Group meeting is to be held on 1 July 2019 at 6.00pm.

30. NEIGHBOURHOOD PLAN

The Minutes of the Meeting of the Neighbourhood Plan Committee held on 20 May 2019 were **APPROVED** by the Chairman.

31. ADDITION OF A FOOTPATH IN HENLEY ON THAMES

In accordance with the Wildlife and Countryside Act 1981 section 53, an application for Definitive Map Modification Order and the addition of a footpath in the parish of Henley on Thames has been received by Oxfordshire County Council.

Councillor Thomas clarified that she is the applicant of this item as historically a previous Town Clerk withdrew their name from the. It was **AGREED** that Henley Town Council fully support the reinstating of the footpath and welcome the width at 1.5 metres.

Councillor Thomas was thanked for her work and persistence in progressing this project.

A response from Henley Town Council on the proposed map modification and addition of a footpath in Henley on Thames will be submitted within the required time frame of 4 weeks from the date of the notification of 15 May 2019.

32. OXFORDSHIRE COUNTY COUNCIL SPECIAL EVENT ORDER 2019 OVO ENERGY WOMEN'S TOUR OF GREAT BRITAIN

The Committee **NOTED** Oxfordshire County Council (Stage 3 OVO Energy Woman's Tour of Great Britain Cycling) (Special event) Order 2019 and is delighted to be hosting the event on 12 June 2019. The Chair looks forward to the support of the Henley Standard in publicising the event and short road closure.

33. NOTIFICATION OF NEW RESIDENTIAL ROAD NUMBERING

The Committee **NOTED** the demolition of a property known as: 267 Greys Road and the erection of 2 new residential dwellings to be numbered: 267A and 267B Greys Road Henley on Thames RG9 1QS

34. LAND DISPOSAL – LAND AT HENLEY ON THAMES STATION CAR PARK – UPDATE

The Committee **NOTED** that Network Rail are due to undertake a car park usage assessment during June 2019. Henley Town Council will request an update from July onwards.

35. TRAFFIC MATTERS

The Committee **CONSIDERED** the continued inclusion of Traffic Matters in Planning Committee meetings which has been noted to be reviewed in 2019 as per Planning Minute 108. Deferred from Planning Minute 17, 14 May 2019.

The Committee **DECIDED** to continue providing an agenda item to raise and discuss Traffic Matters every other Planning Committee meeting for the foreseeable future.

A paper was tabled detailing 2 new bollards in Bell Street. The new bollards are to be part funded by County Councillor funds and part resident funded. The committee **NOTED** the new bollards.

36. PROGRESS REPORT

The Committee **NOTED** the Progress Report with the following updates:

- i. Report on Traffic Schemes
Greys Road crossing is to go to public consultation imminently, after which time, Oxfordshire County Council will make final decisions.
Marlow Road - there will be pedestrian and speed counts.
Gravel Hill – There will be a pedestrian count with a speed count possibly after the implementation of the 20mph speed limit.
- ii. Residents Parking
Oxfordshire County Council is continued to be chased for their input on their suggested consultancy on this project.
- iii. Traffic Matters
Item to be removed as resolved as per Planning Minute 34 (2019).

KW/CA

5 June 2019