

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A
MEETING OF
THE NEIGHBOURHOOD PLAN COMMITTEE
TO BE HELD ON
9 APRIL 2018 AT 6.30PM
IN THE COUNCIL CHAMBER, TOWN HALL,
HENLEY ON THAMES**



Mrs J Wheeler
Town Clerk

03 April 2018

PLEASE BRING YOUR COPY OF THE JHHNP
TO THE MEETING

MEMBERSHIP:

The Chairman, Councillor Ken Arlett – Henley Town Council (HTC)
The Vice Chairman, Councillor Jane Smewing – HTC
Councillor Julian Brookes - HTC
Councillor Donna Crook - HTC
Councillor K George – Harpsden Parish Council (HPC)
Councillor T Wright – HPC
Mrs R Chandler-Wilde
Mr I Clark
Ms J Clark
Mr P Fleming
Mr J Munro
Mr D Whitehead
The Mayor, Councillor Miss Kellie Hinton
The Deputy Mayor, Councillor Miss L M Hillier

Members are reminded to sign the attendance book

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are hereby reminded that, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a disclosable pecuniary interest of which they are aware 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 disclosable pecuniary 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/she has obtained a dispensation from the council; and not seek improperly to influence a decision about that matter

3. PRESENTATION BY Rt Hon John Howell MP

4. PUBLIC PARTICIPATION

TO RECEIVE questions or statements from members of the Public.

The following rules shall apply:

- You may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and prejudicial interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).
- Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
- All speeches shall last for no more than 2 to 3 minutes.
- If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.
- If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.
- The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.
- The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.
- Questions which require the disclosure of exempt or confidential information will not be answered.
- The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

5. TO APPROVE MINUTES of 26 February 2018

6. **PROCESS OF NEIGHBOURHOOD PLAN REVIEW**
TO RECEIVE a written report and agree the actions on the way forward. **Report to follow**
7. **TO AGREE** a date for the next meeting

K Waterman

3 April 2018