

**Present:** The Chairman, Councillor D Hinke  
The Deputy Chairman, Councillor Ms L Meachin  
The Mayor, Councillor Mrs P A Phillips  
The Deputy Mayor, Councillor Mrs E Hodgkin  
Councillor M Akehurst  
Councillor D Clenshaw  
Councillor Miss L M Hillier  
Councillor D Silvester

**In attendance:** Mr M Kennedy - Town Clerk  
Mrs B Walker – Minute Taker

**Also Present:** 1 member of the press  
1 member of the public

**199. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Miss S Evans..

**200. DECLARATIONS OF INTEREST**

The following declarations of interest were received:-

- The Mayor, Councillor Mrs P Phillips – minute number 208 – Temporary Road Closure request for St Marks Road – personal - lives in St Marks Road
- Councillor D Silvester - minute number 208 – Temporary Road Closure request for St Marks Road – personal – friend of organiser/applicant.

**201. PUBLIC PARTICIPATION**

None.

**202. MINUTES**

The minutes of the meeting held on 6 March 2012 were approved and signed by the Chairman, Councillor D Hinke as a true record.

The Chairman referred to minute 196 – Neighbourhood and Community Planning and advised that the Town Clerk is organising a seminar on this topic to which all Councillors will be invited once a date has been set. Following the seminar all residents of Henley will be invited to a town meeting in order to ascertain to what extent Henley should become involved in neighbourhood planning.

203. **PLANS (amended)**  
**P11/E2109**

**9 & 10 Niagara Road** (Other – South Ward – JW, WH)  
Demolition of single storey rear extensions and replacement with single storey rear extensions. (As amended by Drawing Nos: 001 Rev A, 002 Rev A, 003 Rev A, 004 Rev A, 005 Rev A, 006 Rev A, 007 Rev A, 008 Rev A, 009 Rev A, 010 Rev A, 011 Rev A, 012 Rev A, 013 Rev A, 014 Rev A, 015 Rev A, 016 Rev A and 017 Rev A accompanying applicant's email of 2 March 2012).  
For: Ms B Tutty

HTC Observation:

24.01.12 - Recommend Refusal. Loss of light, un-neighbourly due to size and bulk, and out of keeping with the Reading Road Conservation Area.

**OBSERVATION:**

**Recommend Approval and the applicant should be thanked for amending the plans from a two storey to a single storey extension.**

**P11/E2159**

**42 Bell Street** (Minor – North Ward – JB, EH)  
Adding an awning to the existing shop front. Changing the existing glazing to the shop front (currently with multiple glazing bars) to clear glazing. (As amended by proposed elevation and section drawings accompanying applicant's email of 23 February 2012).  
For: Mr D Haimes

HTC Observation:

14.02.12 - Recommend approval subject to the height of the stallriser not being lowered for safety reasons and its height remaining in line with the adjoining shopfronts. This Committee would also suggest compliance with South Oxfordshire District Council's Traditional Shopfront Design Guide.

**OBSERVATION:**

**The Committee noted this application has been granted planning permission.**

**P11/E2160/A**

**42 Bell Street** (Other – North Ward – JB, EH)  
Name of trading business (AH Interiors) Painted on the shop fascia and appearing on the awning. (As amended by proposed elevation and section drawings accompanying applicant's email of 23 February 2012).  
For: Mr D Haimes

HTC Observation:

14.02.12 - Recommend approval subject to the height of the stallriser not being lowered for safety reasons and its height remaining in line with the adjoining shopfronts. This Committee would also suggest compliance with South Oxfordshire District Council's Traditional Shopfront Design Guide.

**OBSERVATION:**

**The Committee noted this application has been granted planning permission.**

204. **PLANS (new)**  
**P11/E2367**

**285 Greys Road** (Other – South Ward JW, WH)  
Second storey extension over the top of garage, utility & family room.

For: Mr R Harman

**OBSERVATION:**

**Recommend Refusal as the dormer window overlooks the neighbouring property and effects their privacy – if this could be amended the Committee would re-consider their recommendation.**

**P11/E2400**

**21 Bell Street** (Minor – North Ward – JB, EH)

Removal of existing shop front complete with signage. Installation of new shop front including full height glazing. Installation of 1no. new fascia sign and 1no. new hanging sign.

For: Mr T Liston / Clarks

**OBSERVATION:**

**Recommend Refusal as the removal of the stallriser creates safety issues, the design/colour of the signage and the materials used are inappropriate to a conversation area and do not adhere to the Shopfront Guidelines.**

A query was raised regarding the District Council's policy on the removal of stallrisers in light of safety issues and the Chairman agreed to ascertain their policy.

**P11/E2401/A**

**21 Bell Street** (Other – North Ward – JB, EH)

Replace existing timber fascia panel like for like and install 1no. 20mm thick acrylic 'Clarks' logo. Install 1 no. new hanging sign and bracket.

For: Mr T Liston / Clarks

**OBSERVATION:**

**Recommend Refusal as the design/colour of the signage and the materials used are inappropriate to a conversation area and do not adhere to the Shopfront Guidelines.**

**P11/E2407**

**64 St Andrews Road** (Other – South Ward – JW, WH)

Raising of roof of existing single storey side extension and rendering of brick walls and extension to rear of side extension to provide home gymnasium with raised timber decking to the rear aspect.

For: Ms P Lay

**OBSERVATION:**

**Recommend Approval as the proposal is in-keeping with the existing building.**

**P11/E2434**

**62 Bell Street** (Other – North Ward – JB EH)

Change of use, conversion and internal alteration of first floor from B1 office to C3 dwelling house (1 Bedroom residential flat). Internal alterations to existing (vacant) flat at second floor. Refurbishment and/or replacement of existing windows at first and second floor. General cleaning of brickwork to front façade. Addition of

secondary glazing to inside face of all windows on front façade.. Alterations to staircase arrangement. Removal of existing partition walls and general internal alterations as indicated on the drawings. Construction of new partition walls and fitting out with new services (heating, plumbing, drainage, electrics). Removal of existing corrugated asbestos roof to rear single storey building and replacement with new built up bitumen, mastic asphalt or single ply roofing system.

For: Bell St Limited.

**OBSERVATION:**

**Recommend Approval subject to the Conservation Officer being consulted with regard to the cleaning of the bricks to ensure they are not damaged and also that the internal original features are retained – for example the staircase.**

**P11/E2435/LB**

**62 Bell Street** (Other – North Ward – JB EH)

Change of use, conversion and internal alteration of first floor from B1 office to C3 dwelling house (1 Bedroom residential flat). Internal alterations to existing (vacant) flat at second floor. Refurbishment and/or replacement of existing windows at first and second floor. General cleaning of brickwork to front façade. Addition of secondary glazing to inside face of all windows on front façade.. Alterations to staircase arrangement. Removal of existing partition walls and general internal alterations as indicated on the drawings. Construction of new partition walls and fitting out with new services (heating, plumbing, drainage, electrics). Removal of existing corrugated asbestos roof to rear single storey building and replacement with new built up bitumen, mastic asphalt or single ply roofing system. To be agreed with Local Authority.

For: Bell St Limited.

**OBSERVATION:**

**Recommend Approval subject to the Conservation Officer being consulted with regard to the cleaning of the bricks to ensure they are not damaged and also that the internal original features are retained – for example the staircase.**

**P11/E2449**

**Orchard, Farm Fairmile** (Other - North Ward – JB EH)

Proposed breeding/boarding pens in existing timber-framed building.

For: Mrs C Vaughan

**OBSERVATION:**

**Recommend Approval.**

**205. FOR INFORMATION ONLY**

None received.

**206. DECISION NOTICES**

The Committee received and noted the Decision Notices from South Oxfordshire District Council.

**207. OBJECTIONS / CALL IN APPLICATIONS**

The Committee considered which Councillors should speak at South Oxfordshire District Council's Planning Committee meeting in the event of an objection and it was **RESOLVED**

**that Councillor D Hinke attends the South Oxfordshire District Council's Planning meeting on Wednesday 11 April 2012 on behalf of Henley Town Council for planning application P11/E2159 and P11/E2160/A and be appointed to represent Henley Town Council should the above applications go before the Committee.**

**208. TEMPORARY ROAD CLOSURE REQUEST (Papers attached)**

The Committee received and considered the following temporary Road Closure application requests for:-

- The Market Place, Henley on Thames, for St Georges Day Parade Sunday 22 April 2012 for the Scout Association
- St Marks Road, Henley on Thames, for HM The Queen's Diamond Jubilee Celebration Street Party, 4<sup>th</sup> June 2012, Mrs A Brown.

After discussion it was **RESOLVED**

**that the Committee supports the road closure requests for the following road closures:-**

- **Market Place on Sunday 22 April 2012 for the St George's Day Parade for the Scout Association**
- **St Marks Road on Monday 4 June 2012 for the Queen's Diamond Jubilee Celebrations**

**209. PLANNING APPEAL NOTIFICATION**

The Committee noted the following Planning Application Appeal Notification:-

- Magnolia Cottage, Mill Lane, Henley on Thames

The meeting closed at 7.29 pm.

bw

Chairman

