

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A
MEETING OF THE
NEIGHBOURHOOD PLAN COMMITTEE
TO BE HELD ON
MONDAY 8 JULY 2019 AT 3.00PM
IN THE COMMITTEE CHAMBER,
HENLEY ON THAMES**

PLEASE BRING YOUR COPY OF
THE JHHNP TO THE MEETING

C Adams

Cath Adams
Proper Officer
2 July 2019

MEMBERSHIP:

The Chairman, Councillor Ken Arlett – Henley Town Council (HTC)
The Vice Chairman, Councillor Glen Lambert – HTC
Councillor Ian Clark - HTC
Councillor Laurence Plant - HTC
Councillor Michelle Thomas - HTC
Councillor Kester George – Harpsden Parish Council (HPC)
Councillor Sara Langton – HPC
Mr P Fleming – Henley in Transition
Mr Don Barraclough
Mrs Joan Clark
Mr Geoff Lockett
Mr J Munro
Ms J Walker
Mr D Whitehead
Mrs R Chandler-Wilde

Members are reminded to sign the attendance book

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are hereby reminded that, under the provision of the Localism Act 2011 (Chapter 7, part 1) and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (S.I 2012/1464), 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 the decision about that matter.

3. 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 pecuniary 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.

4. MINUTES

TO APPROVE the Minutes of the meeting of the Neighbourhood Plan Committee held on 20 May 2019. (Document attached.)

5. NEIGHBOURHOOD PLAN REVIEW

TO CONSIDER a review of items included in the existing Neighbourhood Plan's delivery section.

6. NEW PROPERTIES WELCOME PACK

TO DISCUSS developing a welcome pack to provide to new residents with useful information to help them integrate into Henley on Thames and make the best use of all facilities such as bus timetables. Such packs could be offered to developers for example Highlands Park for new residents.

7. UPDATES FROM WORKING GROUPS

TO RECEIVE updates following the last meeting of the Neighbourhood Plan Committee where it was **AGREED** that project groups were to meet before this meeting to implement the proposed amendments to their topic papers and return them to Committee Officers. Committee members have been sent the annotated topic papers to work from.

- i) Schools, Colleges, Doctors' Surgeries, Utilities etc.
To receive an update from the Planning and Project Manager on clarification from Ricardo Rios of SODC on suggested methodology used for establishing evidence for Henley having taken their fair share of care home spaces.
- ii) Transport
- iii) Car Parks – receive verbal update on meeting held with SODC on 13 February 2019.
- iv) New Housing, Permitted Development Rights since March 2017
- v) Business and Community Engagement – verbal update from meeting on 12 February.
- vi) Liaison with other Parishes carrying out NP Reviews
- vii) Review all existing sites
- viii) Green Living
- ix) Industrial Land
- x) Site Selection
- xi) Local List

8. **NEXT MEETING**

TO AGREE a date for the next meeting of the Neighbourhood Plan Committee.

KW/CA

2 July 2019