

## HENLEY-ON-THAMES TOWN COUNCIL

### MINUTES OF THE NEIGHBOURHOOD PLANNING GOVERNANCE COMMITTEE HELD ON WEDNESDAY 15 JULY 2014 AT 11am IN THE COUNCIL CHAMBER, TOWN HALL, HENLEY-ON-THAMES.

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**Present:** Councillor M Akehurst (Mayor ex officio)  
Councillor D Hinke (Chair)  
Councillor Mrs J Wood (Deputy Mayor ex officio)  
Councillor S Gawrysiak  
Councillor K George (Harpsden)  
Councillor Miss L Hillier (substituting for Councillor W Hamilton)  
Councillor M Plews (Harpsden)

**Officers:** Mr M Kennedy (Town Clerk).  
Ms P Price-Davies (Committee Administrator)

**Also Present:** 8 Members of the public  
1 Member of the press

#### 24. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor D Nimmo Smith and Councillor W Hamilton.

#### 25. **DECLARATIONS OF INTEREST**

None.

#### 26. **PUBLIC PARTICIPATION SESSION**

##### Mr M Feelan, Deanfield Road

Mr Feelan referred to the recent announcement that Henley College were putting forward their sites for inclusion in the Neighbourhood Plan and whether this would mean that the various Working Groups would have to reconvene. The Chair responded, stating that until it was established that the three Henley College sites were deliverable then this intention would have no bearing on the Neighbourhood Plan and there would be no need for the Working Groups to reconvene.

##### Mr K Arlett, Elizabeth Road

Mr Arlett enquired as to how many responses to the Public Consultation on the Draft Neighbourhood Plan had been received and what percentage of the respondees were in support of it. He was informed by the Chair that this question could not be answered until the responses had been fully analysed. Mr Arlett, having recently resigned from the Housing Working Group asked if he and other members of the public would be permitted as observers into meetings of the Working Groups and whether new members would be accepted onto the Working Groups.

##### Mr J Brookes, Parkside

Mr Brookes asked whether the Oxfordshire County Council's response to the Draft Neighbourhood Plan would be released into the Public Domain. He was informed that the Public could go directly to OCC and request this information as they were obliged to release this under the Freedom of Information Act as they were not regarded as private documents.

Mr J Burton, Henley Standard

Mr Burton enquired as to whether the timeframe for the Neighbourhood Plan would be discussed by the Neighbourhood Planning Governance Committee during the meeting. He was assured by the Chair that the schedule of the remaining stages of Neighbourhood Plan would be addressed once the results of the Public Consultation were fully analysed.

**27. 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 were about to be discussed would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

**MINUTES OF THE CONFIDENTIAL SESSION OF THE FULL COUNCIL HELD ON 15 JULY 2014**

**28. PUBLIC CONSULTATION ON THE DRAFT NEIGHBOURHOOD PLAN**

Members had before them a progress report on the outcomes of the Public Consultation on the Draft Neighbourhood Plan from the Council's consultants, Nexus Planning Limited. It was **RESOLVED**

**that the progress report be received and noted.**

Matthew Kingham, Associate from Nexus Planning gave a verbal update on the outcomes of the Public Consultation on the Draft Neighbourhood Plan. He confirmed that in 568 questionnaire responses had been received (417 online & 151 hard copies), along with responses from 15 Statutory organisations and 26 Non-Statutory organisations, totalling 609 responses. He confirmed that the next step was to analyse the qualitative issues contained within the results.

Members discussed the key responses contained within the report which the Committee needed to absorb and make decisions about future publicising campaigns and raising awareness about the final Plan and the upcoming referendum. Members were in agreement that there were still sectors of the community that were unaware of the implications and benefits of the Plan. It was evident that a campaign of public engagement would have to be addressed to ensure that the residents of both Henley and Harpsden had been given ample opportunities to fully engage with the Plan and fully understood the related issues, implications and had realistic expectations on infrastructure implications.

The issue of the deliverability of the Henley College sites was debated. It was **RESOLVED**

**that the Administrator sets up a meeting with the Committee, Matthew Kingham and the relevant representatives of the College to discuss their plans and vision for the College and the deliverability of their sites.**

Once their position was established and a clear strategy outlined then a decision could be made about these sites being included in the final Plan and the implications this would have on the other Housing sites and transport issues as well as the implications on the local economy due to its central location.

Following the clarification of the intention of the College, it was agreed that the Housing Working Group would have to reconvene as the inclusion of this additional site would have implications on the allocation of dwellings for each site currently listed within the draft Plan. It was **RESOLVED**

**that Nexus Planning would communicate this to the members of the Housing Working Groups once the College's position was formally confirmed and a tentative date was set for Tuesday 12<sup>th</sup> August at 7.30pm (pending other information being established).**

The implications of the housing allocation through the Strategic Housing Marketing Assessment (SHMA) for South Oxfordshire was discussed and members were in agreement that a meeting with South Oxfordshire District Council (SODC) should be arranged to clarify the impact on Housing allocation for the Henley area. It was **RESOLVED**

**that a meeting with SODC and the Committee should be set-up as soon as possible by the Administrator to discuss their comments on the Draft Plan and to clarify the implications of the SHMA on the Henley area.**

*Councillor Miss L Hillier left the meeting at 12.12pm.*

Members discussed the progress report and results from Nexus Planning and it was confirmed that until all the results had been collated they would not be released into the public domain, Nexus intimated that this analysis would be completed in approximately two weeks. Following further discussions centring on the results of the Public Consultation, it was **RESOLVED**

**that Nexus Planning would provide further qualitative analysis on key questions 1,2,3,7 & 13 contained within the Public Consultation questionnaire on the Draft Plan.**

Members then discussed the request from Mr Arlett during the Public Participation session for new Members to be recruited onto the Working Groups and for members of the Public to be allowed to be observers during these meetings. It was unanimously **RESOLVED**

**that the presence of new members onto the Working Groups and the presence of observers would undermine the established ethos and dynamics that had been set amongst the members of these groups through the months of working together.**

The meeting closed at 13.23.

*ppd*

*Chairman*