

**Present:** Chairman, Councillor D Hinke  
Vice Chairman, Deputy Mayor Councillor M Akehurst (ex-officio)  
Councillor D Clenshaw  
Councillor Miss L Hillier  
Councillor Miss K Hinton - substituting for Councillor  
Mrs E Hodgkin  
Councillor Ms L Meachin  
Councillor Mr D Silvester  
Mayor, Councillor Mr S Gawrysiak (ex-officio)

**In attendance:** Ms J Brazil – Committee Administrator/Minute Taker

**Also present:** 1 member of the press  
2 members of the public  
Councillor I Reissmann

**1. ELECTION OF CHAIRMAN**

The Mayor called for nominations for the election of a Chairman for the year 2013 – 2014.

Councillor S Gawrysiak proposed and Councillor M Akehurst seconded that Councillor D Hinke be elected Chairman for the year 2012 – 2013.

There being no further nominations and following a vote it was **RESOLVED** that

Councillor D Hinke be elected Chairman of the Planning Committee for the following municipal year.

Councillor D Hinke took the Chair.

**2. ELECTION OF VICE CHAIR**

The Chairman, Councillor D Hinke, called for nominations for the election of a Vice-Chairman for the year 2013 - 2014

Councillor D Hinke proposed and Councillor Miss K Hinton seconded that, Councillor M Akehurst be elected Vice-Chairman for the year 2013 – 2014.

Councillor Miss L Hillier proposed and Councillor Ms L Meachin seconded that Councillor Miss S Evans be elected Vice-Chairman for the year 2013 - 2014.

There being no further nominations, and following a vote it was **RESOLVED** that

Councillor M Akehurst be elected Vice Chairman of the Planning Committee for the following Municipal year.

3. **COMMITTEE TERMS OF REFERENCE**

The Terms of Reference for the Planning Committee were considered. It was **RESOLVED** that

the Terms of Reference for the Planning Committee be adopted.

4. **APOLOGIES FOR ABSENCE**

Apologies received from Councillor Mrs E Hodgkin and the Town Clerk, Mr M Kennedy.

5. **DECLARATIONS OF INTEREST**

None received.

6. **PUBLIC PARTICIPATION**

None received.

7. **MINUTES**

(i) The Minutes of the Meetings of the Planning Committee held on 1 May 2013 were approved and signed as a true record by the Chairman, Councillor D Hinke.

(ii) The Committee received a request to change minutes regarding planning application P13/S0129/LDP 18 Manor Road. A discussion ensued and it was agreed that the minutes of 12<sup>th</sup> February 2013, containing the above application would remain unchanged as they are a true record of the discussion and decision of the meeting .

The committee noted that the work requested in the application P13/S0129/LDP – 18 Manor Road had not been undertaken prior to the applicant receiving permission.

8. **PLANS (amended)**

**P13/S0233/FUL**

**Chef Peking, Market Place** (Other – North Ward – JB, EH)

Variation of condition 4 of planning permission P80/S0146/CU (Change of use of ground floor of premises from a wine bar to a licensed restaurant, retention of existing ducting) to change the trading hours (as amended by Applicants email dated 30/04/13

For: Mr N Rosado

HTC Observation:

27.03.13 - Recommend Refusal. The Proposal is un-neighbourly. The Committee see no reason to extend the trading hours to another 30 minutes.

**OBSERVATION:**

**The Committee reiterate their previous views to - Recommend Refusal. The Proposal is un-neighbourly. The Committee see no reason to extend the trading hours to another 30 minutes and noted the -inappropriate nature of the application due to the town centre location and noise pollution. The change of use will mean that this venue will feature music and dancing previously it had not. The Committee also noted that no noise mitigation proposals had been put forward.**

**P13/S0542/RET**

**88 Vicarage Road (Retrospective)**(Other – South Ward – JW, WH)

Erection of Porch (Retrospective) (As amended by plans accompanying email dated 21 April 2013)

HTC Observation: For: Mr I Petrie  
27.03.13 - Recommend Approval. However the Committee expressed regret that all the work has been carried out without prior Planning Permission.

**OBSERVATION:** **The Committee reiterate their previous views to - Recommend Approval. However the Committee expressed regret that all the work has been carried out without prior Planning Permission.**

9. **PLANS (new)**  
**P12/S2522/RET** **11B Reading Road** (Other - South Ward – JW, WH)  
Installation of 3 Velux roof lights windows (Retrospective)  
For: Mr D Bruce

**OBSERVATION:** **Recommend Approval. The Committee requests the Conservation Officer examine the windows to ensure the Velux windows are Conservation Grade.**

**P13/S0395/HH** **21 Wilson Avenue** (Other – South Ward - JW, WH)  
Erection of a single storey front extension.  
For: Mr D Preston

**OBSERVATION:** **Recommend Approval. The plot is large enough to encompass the proposal and the design fits in well with the present street scene.**

**P13/S1026/HH** **66B Bell Street** (Other – North Ward -JB, EH)  
Replacement of existing windows.  
For: Mrs E Morrison

**OBSERVATION:** **Recommend Refusal – UPVC is an unsuitable material for use in a Conservation Area.**

A member requested it be noted that applicants living in a Conservation Area consider the use of appropriate wooden materials when proposals are made to replace windows and doors instead of UPVC.

**P13/S1042/HH** **Cleave Cottage, 24A St Marks Road** (Other – South Ward – JW, WH)  
Replacement of 4 front facing windows including replacement fascia and soffits.  
For: Mrs J Elliott

**OBSERVATION:** **Recommend Refusal. The Committee noted UPVC materials are unsuitable for use on a front facing aspect in a Conservation Area.**

**P13/S1127/FUL** **Patisserie Valerie, Market Place** (Minor - North Ward – JB, EH)  
The mounting of a traditional “Box” style awning/roller blind to the fascia shop front.  
For: Mr V Scalzo

**OBSERVATION:** **Recommend Approval. The property is South Facing and the proposal uses suitable materials.**

- P13/S1132/FUL**      **Chez Gerrard, 40 Hart Street** (Other – North Ward – JB, EH)  
Change of use of the land to display one table and two chairs on the pavement.  
For: Chokdee Ltd
- OBSERVATION:**      **Recommend Refusal. The pavement is too narrow and the committee noted the comment from OCC highways that the situation of the proposal is unsuitable in this location.**
- P13/S1134/HH**      **119 Reading Road** (Other –South Ward – JW, WH)  
Demolition of existing outbuilding. Erection of a single storey rear extension.  
For: Ms L Lothian
- OBSERVATION:**      **Recommend Approval.**
- P13/S1141/RLB**      **Old Ship House, Wharfe Lane** (Other North Ward – JB, EH)  
Internal and external refurbishment of building including: External render repairs and gutter & downpipe replacement. Alterations to internal partitions to provide new en-suite bathroom, internal re-plastering and new boiler.  
For: Mrs B Laithwaite
- OBSERVATION:**      **Recommend Approval. However the Committee regret that most of the work had already been carried out on a Grade II Listed property in a Conservation Area and a prominent part of town**

Councillor Ms L Meachin abstained from voting on the following application.

- P12/S1145/HH**      **31 Damer Gardens** (Other - South Ward – JW, WH)  
First floor rear extension.  
For: Mr N & Mrs L Rosi
- OBSERVATION:**      **Recommend Approval subject to any subsequent comments from neighbours.**
- P13/S1188/HH**      **128 Greys Hill** (Other – South Ward – JW, WH)  
Single storey rear extension.  
For: Mr & Mrs Sharaff
- OBSERVATION:**      **Recommend Approval subject to any subsequent opposition from comments from neighbours.**
- P13/S1214/HH**      **24 Cromwell Road** (Other – South Ward – JW, WH)  
Two storey side extension and alterations to existing roof line.  
For: Mr & Mrs M Barry
- OBSERVATION:**      **Recommend Approval. The Committee request the comments and concerns regarding the foundations to the wall are subject to the correct planning building regulations.**

- P13/S1216/HH**      **27 Niagara Road** (Other – South Ward – JW, WH)  
Proposed part single and part two storey side and rear extensions and erection of a front porch.  
For: Ms T Bowles
- OBSERVATION:**      **Recommend Refusal. This is overdevelopment of the site.**
- P13/S1291/HH**      **27 Western Road** (Other - South Ward – JW, WH)  
Double storey extension to front elevation, double and single storey extension to rear elevation, conversion of existing garage and internal revisions.  
Mr & Mrs Hart
- OBSERVATION:**      **Recommend Approval.**
- P13/S1337/HH**      **41 St Marks Road** (Other – South Ward – JW, WH)  
Replace front door.  
For: Mr J Groat
- OBSERVATION:**      **Recommend Approval, subject to the views of the Conservation Officer.**
- P13/S1174/LDP**      **Woodgate and Weatherley House, Quebec Road**  
(Certificate of Lawful Development – South Ward – JW, WH)  
Installation of access control system on vehicle and pedestrian gate on Quebec Road.  
For: Mr L Hayward
- OBSERVATION:**      **The Committee noted the request for a Certificate of Lawful Development.**
- P13/S1257/LDP**      **22 Rotherfield Road** (Certificate of Lawful Development – South Ward – JW, WH)  
Dormer windows to the rear and roof light to the front.  
For: Mr & Mrs J Harris
- OBSERVATION:**      **The Committee noted the request for a Certificate of Lawful Development.**

10.      **PLANNING APPLICATION BY OXFORDSHIRE COUNTY COUNCIL FOR BADGEMORE COUNTY PRIMARY SCHOOL, HOP GARDENS**  
**REF: R3.058/13**

Planning application by Oxfordshire County Council for planning permission for the new school hall, kitchen and reception and provision of two classrooms to be created by internal alterations to Badgemore County Primary School, Hop Gardens, Henley on Thames, RG9 2HL

The Above application has been submitted to this Council for determination. Details of the application will be available to view on line from 09.05.13 at <http://myeplanning.oxfordshire.gov.uk> using reference R3.0058/13

**OBSERVATION:**      **The Committee Recommend approval. The Committee noting the size of the expansion to the school and the increased number of pupils place a request that a new pedestrian crossing be placed at Gravel Hill to accommodate and encourage the ‘Walk to School Policy’. Other crossings may be necessary to accommodate over 200 children for this school. The committee were also concerned about the congestion caused by the extra traffic at Hop Gardens and Crisp Road.**

11. **FOR INFORMATION ONLY**

The Committee received and noted the following plans for information.

**P13/S0462/HH            57 Harpsden Road**  
**P13/S0723/FUL        Horse and Groom, 40 New Street**  
**P13/S0724/LB        Horse and Groom, 40 New Street**

12. **OBJECTIONS / CALL IN APPLICATIONS**

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

**That Councillor Miss S Evans attends the South Oxfordshire District Council Planning meeting on behalf of the Henley Town Council for application P13/S0233/FUL – Chef Peking, Market Place.**

13. **CONVERSION OF ANCILLARY UNITS TO RESIDENTIAL UNITS TO BE RENUMBERED**

**The Committee noted** the Conversion of redundant ancillary accommodation to the upper floors of 41-43 Bell Street into 2 self contained residential units to be numbered :41A and 43A Bell Street, Henley on Thames, RG9 2BA

14. **PLANNING APPEAL DECISION**

**The Committee noted** the Planning Appeal Decision for application: P12/S2539/RET – 24 St Andrews Road, Henley on Thames, RG9 1JB.

15. **CORRECTION TO PLANNING APPEAL DECISION**

**The Committee noted** the Correction to Planning Appeal Decision for application: P12/S2498/FUL – 76 Reading Road, Henley on Thames, RG9 1AU.

16. **DECISION NOTICES**

**The Committee received and noted** the decision notices received from SODC.

The meeting closed at 8.37pm

jb

Chairman