

HENLEY-ON-THAMES TOWN COUNCIL

Tel No. (01491) 576982
Fax No. (01491) 571660
Email: enquiries@henleytowncouncil.gov.uk



TOWN CLERK
COUNCIL OFFICES
TOWN HALL
MARKET PLACE
HENLEY-ON-THAMES
OXFORDSHIRE RG9 2AQ

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND
A MEETING OF
THE NEIGHBOURHOOD PLAN STEERING GROUP
TO BE HELD ON
WEDNESDAY 27 JULY 2016 AT 6.30PM
IN THE MARGARET DAY ROOM, KINGS ARMS BARN
HENLEY ON THAMES**

Mrs J Wheeler
Town Clerk
20 July 2016

NOTE:
PLEASE BRING YOUR
COPY OF THE JHHNP TO
THE MEETING

MEMBERSHIP:

Councillor Sara Abey – Henley Town Council (HTC)
Councillor Jane Smewing – HTC
Councillor Kester George - Harpsden Parish Council (HPC)
Councillor M Plews – HPC
Mrs J Bland
Mrs R Chandler-Wilde
Mr P Fleming
Mr D Hinke
Mr D Whitehead
The Mayor, Councillor Julian Brookes

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. 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.

4. **MINUTES** (Attached)
TO APPROVE the Minutes of the Meeting of the Neighbourhood Plan Steering Group held on 9 June 2016.
5. **UPDATES FROM MEMBERS ON REVIEW OF NP SITES**
6. **UPDATE ON CARE HOME DEVELOPMENTS**
TO RECEIVE a verbal update from the Chairman on the current situation regarding potential care home developments on Neighbourhood Plan sites.
7. **DATE OF NEXT MEETING**
TO AGREE a date and time for the next meeting of the Neighbourhood Steering Group.

jw

20 July 2015