

**ATTENDEES**

The Chairman, Councillor Ken Arlett – Henley Town Council (HTC)  
Councillor Julian Brookes – substituting for Sara Abey - HTC  
Councillor Donna Crook - HTC  
Councillor Jane Smewing – HTC  
Rebecca Chandler Wilde  
Councillor Tony Wright – HPC  
Mr Don Barraclough  
Mr Ian Clark  
Mr Jim Munro  
Mrs Jackie Walker  
Mr David Whitehead  
Joan Clark

Cath Adams - HTC Project and Planning Manager  
Kirsty Waterman – HTC Committee Administrator  
Janet Wheeler – HTC Town Clerk

1 Member of the press

**19. APOLOGIES FOR ABSENCE**

Apologies were received from Henley Town Council Councillors Sara Abey, Glen Lambert, Councillor Kester George – Harpsden Parish Council (HPC), Mr Patrick Fleming – Henley in Transition, Mr Chris Baker and Mr Geoff Lockett.

The Chairman accepted Councillor Lorraine Hillier's resignation from the Committee.

Chairman Arlett presented a request he had received to rename the Neighbourhood Plan Committee to reflect the fact that it is a joint venture between Henley and Harpsden. This will be discussed at Planning Committee and reported back to the Neighbourhood Plan Committee.

There was some discussion as to whether the Neighbourhood Plan Committee should sit under Henley Town Council's Planning Committee.

**20. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**21. PUBLIC PARTICIPATION**

A resident asked where else the public meetings and Neighbourhood Plan review had been advertised to attract more public interest other than the notice board outside the Town Hall. Bus stops and more prominent noticeboards were cited as potential additional places for advertisements.

Councillor Donna Crook joined the meeting at 3.07pm

## 22. MINUTES

The Minutes of the Neighbourhood Plan Committee held on 14 August 2018 were received, approved and signed by the Chairman, Councillor Arlett, as a true record.

## 23. UPDATE FROM WORKSHOP WITH SODC OFFICERS

The Chair referred to the notes from the SODC workshop saying it was a very encouraging meeting. As a result JHHNP Committee can start a consultation statement and basic conditions statement – 2 key documents on the review process. A key point to note is how the JHHNP Committee policies fit in with national policies. The Committee can implement a call for sites. JHHNP Committee can apply for funding money and technical support while this is happening.

The project planner timelines are being worked on.

Document presentation was discussed with reference to being produced externally, or inhouse with officer and member time. Revising text inhouse and formatting and producing externally was the consensus.

The Chair announced that the land supply is now recorded as 7.5 years according to SODC. The recent change is due to the methodology currently used. It was questioned as to whether there was a need for call of sites with the new land supply. It would be prudent to plan ahead to 2033 and assume the land supply figure will change again either up or down between now and then so a call for sites is still valuable.

## 24. UPDATES FROM WORKING GROUPS

The Chair invited the working groups to report any further information. Verbal updates were received. All groups were given direction as to the next steps. The Planning and Project Manager is to send out the discussed Topic Paper template to each group so they can start preparing them. Current topic papers from Newhaven, Long Wittenham and Watlington were mentioned as potential examples.

### i) **Schools, Colleges, Doctors' Surgeries, Utilities etc**

No further information to report at this time.

### ii) **Transport**

The question was raised in response to the SODC workshop of how to present information if air quality is a NP issue but transport is not –transport being an OCC issue? ***More traffic and road congestion are not sufficient reasons in a NP for not building houses, but pollution and safety concerns as a result of increased traffic are.*** It was suggested that topic papers could address both air quality and increased traffic and the examiner would be the best person to decide if they were relevant and appropriate inclusions. It was agreed that more help was needed from OCC highways to manage Henley traffic. There is an up to date 2018 air quality status report on SODC website.

### iii) **Car Parks**

SODC are prepared to look at signage for the Rugby Club and railway station parking to increase the use of them. Decking was previously looked at for both Greys Road and Kings Road car parks. It is thought money might be available so they could be asked to reconsider the development.

- iv) **New Housing, Permitted Development Rights since March 2017**  
There has been little movement but the group will continue to monitor.
- v) **Liaison with Businesses**  
The working group will attend the Vision, Mission Destination Henley meeting in October.
- vi) **Liaison with other Parishes carrying out NP Reviews**  
The Chair has sent out invites to Woodcote, Sonning Common and Thame Parish Councils to meet and exchange information.
- vii) **Community Engagement**  
A meeting is being arranged, possibly for w/c 17/09/18 to develop the community engagement plan.

2 additional groups were discussed. A group entitled Industrial Land was considered and accepted. This would investigate and prepare the Topic Paper on the 1 hectare of land required in the NP and manage the Article 4 application. Members - KA and IC

## **25. CURRENT NEIGHBOURHOOD PLAN SITES**

A verbal update was given by the Chair:

Gillotts School – Things are progressing slowly but moving.

Empstead Works – a meeting has been arranged for Friday 21 September 2018 to discuss further.

Wilkins – moving along at a seemingly rapid pace at present.

Fairmile – Access still under discussion and documents being prepared.

Wyevale – Going to SODC Planning Committee soon.

Thames Farm – Sale appears not to be going through at present.

Highlands Park – community centre is not going to be run by SOHA – they have pulled out. This will be reviewed with SODC.

## **26. GREEN LIVING – ENVIRONMENTAL SUB-GROUP**

The Committee agreed to the additional group. 2 residents have kindly agreed to work on this. Here is Thame Town Councils' Green Policy as an example.

<https://www.thametowncouncil.gov.uk/thame-town-council/green-living-plan/>

## **27. NEXT MEETING**

The next meeting of the Neighbourhood Plan Committee was agreed as 15 October 2018 at 3.00pm.