

# HENLEY-ON-THAMES TOWN COUNCIL

MIKE KENNEDY  
*Town Clerk*



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

## COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE PLANNING COMMITTEE

to be held on

**TUESDAY 18 MARCH 2014**

**AT 6.45PM**

in

**THE COUNCIL CHAMBER, TOWN HALL  
HENLEY ON THAMES**

A handwritten signature in black ink that reads 'Mike Kennedy' with a stylized flourish at the end.

Mr M W Kennedy  
Town Clerk  
12 March 2014

### MEMBERSHIP:

Chairman, Councillor D Hinke  
Vice Chairman, Deputy Mayor Councillor M Akehurst (ex-officio)  
Councillor D Clenshaw  
Councillor Miss S Evans  
Councillor Miss L Hillier  
Councillor Mrs E Hodgkin  
Councillor Ms L Meachin  
Councillor D Silvester  
Mayor, Councillor S Gawrysiak (ex-officio)

Members are reminded to sign the attendance book

## AGENDA

**1. APOLOGIES FOR ABSENCE**

**TO RECEIVE** 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** (Previously circulated)  
**TO APPROVE** the Minutes of the Meeting of the Planning Committee held on 25 February 2014.

5. **PLANS (amended)**

**P14/S0172/FUL** **6 Bell Street** (Minor – North Ward – JB, EH)  
Replace existing shopfront with full height glazing and new signage (as amended by drawings accompanying agent's email dated 25<sup>th</sup> February 2014).

For: Mr J White / Sharps Bedrooms Ltd

HTC Observation: 28.02.14 - **Recommend Refusal. This proposal is completely against the shop front guidelines and is retrospective. The Committee made the following observations:**

1. **Illuminated signage is not acceptable in a Conservation Area. Local Plan policy Con 8**
2. **The Front Facia should be made from traditional materials**
3. **Far too much Black paint is being used and has replaced the wood panelling. The conservation officer has suggested a colour plan that we approve.**
4. **Non traditional materials have been used in the hanging sign.**
5. **The Committee fully supports the Conservation Officers Observations and requests.**

**P14/S0081/LB** **6 Bell Street** (Other – North Ward – JB, EH)  
Replace existing shopfront with full height glazing and new signage (as amended by drawings accompanying agent's email dated 25<sup>th</sup> February 2014).

For: Mr J White

HTC Observation: 28.02.14 - **Recommend Refusal. This proposal is completely against the shop front guidelines and is retrospective. The Committee made the following observations:**

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4. **Non traditional materials have been used in the hanging sign.**
5. **The Committee fully supports the Conservation Officers Observations and requests.**

**P14/S0241/A**

**6 Bell Street** (Other – North Ward – JB, EH)

Erection of a set of externally illuminated letters fixed to existing fascia and an externally illuminated hanging sign. (as amended by drawings accompanying agent's email dated 25<sup>th</sup> February 2014).

For: Sharps Bedrooms Ltd

HTC Observation:

28.02.14 - **Recommend Refusal. This proposal is completely against the shop front guidelines and is retrospective. The Committee made the following observations:**

- 1. Illuminated signage is not acceptable in a Conservation Area. Local Plan policy Con 8**
- 2. The Front Facia should be made from traditional materials**
- 3. Far too much Black paint is being used and has replaced the wood panelling. The conservation officer has suggested a colour plan that we approve.**
- 4. Non traditional materials have been used in the hanging sign.**
- 5. The Committee fully supports the Conservation Officers Observations and requests.**

6. **PLANS (new)**  
**P14/S0449/HH**

**10 Milton Close** (Other – North Ward – JB, EH)

Erection of two storey side extension and first floor balcony (as amended by drawings accompanying email from Agent dated 3 March 2014).

For: Ms L Markham

**P14/S0265/LB**

**17 New Street** (Other – North Ward – JB, EH)

Treat rising damp to front elevation using a cavity drain membrane.

For: Mrs M Millington

**P14/S0323/LB**

**6 Church Avenue** (Other – North Ward – JB, EH)

Amendment to approved scheme ref. P13/S1906/LB dated 14/08/2013 to remove and replace part of existing external rear wall to store and instead re-build in new work to match the existing including re-siting existing re-claimed window and forming external vertically boarded door – area of brickwork concerned approx 4 sq m.

For: Henley Municipal Charities

- P14/S0332/FUL**      **95a St Marks Road** (Minor – South Ward – JW, WH)  
Demolition of existing kitchen at 95A and erection of two storey 5-bedroom dwelling (Amendments to planning permission P12/S1581/FUL).  
For: Mr & Mrs A C Sweeney
- P14/S0385/LB**      **Pyt Cottage, Marlow Road** (Other – North Ward – JB, EH)  
1). Install secondary glazing. 2). Form enclosed breakfast room. 3). Replace solid door with glazed door.  
For: Mr Duckett Ariba
- P14/S0427/HH**      **27 St Marys Close** (Other – North Ward – JB, EH)  
Demolition of existing garage. Erection of a two storey side and rear extension and single storey front porch extension.  
For: Mrs B Hoglund-Galliven
- P14/S0435/HH**      **110 Mount View** (Other – North Ward – JB, EH)  
Single storey side extension, canopy and raised decking.  
For: Mr & Mrs Calder
- P14/S0452/HH**      **14 Ravenscroft Road** (Other – North Ward – JB, EH)  
Erection of single storey rear extension to replace existing conservatory.  
For: Mr & Mrs Ellis
- P14/S0485/LB**      **19a Hart Street** (Other – North Ward – JB, EH)  
Remove internal partitions, modern staircase, sanitary ware, kitchen base units, floor coverings, lighting etc and cart away. Strip out and cart away damaged/defective lath and plaster ceilings and friable studs (Deathwatch Beetle). Provide new staircase, partitions, sanitary ware, kitchen units, lighting, floor coverings, plasterboard linings, secondary glazing etc.  
For: Mrs J Anthony
- P14/S0511/HH**      **52 Albert Road** (Other – South Ward – JW, WH)  
Proposed single storey rear extension.  
For: Mr M Lisle
- P14/S0517/HH**      **8 Grove Road** (Other – South Ward – JW, WH)  
Erection of single storey rear extension, first floor extension and loft conversion.  
For: Mr P McSweeney

**P14/S0524/HH**      **245 Greys Road** (Other – South Ward – JW, WH)  
Demolition of existing rear conservatory and erection  
of new single storey rear extension.  
For: Mr A Tilbury

**P14/S0544/HH**      **1 Hamilton Close** (Other – South Ward – JW, WH)  
Improvement to exterior of building to include new  
brickwork and cladding.  
For: Mr J Quartermaine

**P14/S0547/FUL**      **Makins Recreation Ground, Greys Road** (Minor –  
South Ward – JW, WH)  
Demolition of existing skatepark and erection of new  
wheeled-sports facility comprising a street/flow  
section, bowled section sunken into the ground and  
new grass bunding.  
For: Mr M Kennedy / Henley Town Council

**P14/S0549/LDP**      **81 Reading Road** (Certificate of Lawful Development  
– South Ward – JW, WH)  
Loft Conversion  
For: Mrs S Millier

**P14/S0558/HH**      **6 Empstead Court, Gravel Hill** (North Ward – JB, EH)  
Erection of a single storey rear extension.  
For: Mr J Murdoch & Mrs A Spencer

**P14/S0603/FUL**      **Land adjacent to Appletree Lodge, Normanstead**  
(Minor – South Ward – JW, WH)  
Erection of new 4-bed dwelling with detached garage.  
For: Mr I Melville & Ms G Ben Zid

**7.      OBJECTIONS / CALL IN APPLICATIONS**

**TO DECIDE** which Councillor is to speak at District Council in the event of  
an objection.

**8.      INFORMATION ONLY**

*Plans for information only relate to minor alterations to planning applications  
that have already been considered by this Committee and which in the opinion  
of the Planning Officer will make no significant difference to the outcome of the  
decision.*

**P13/S3376/FUL**  
**P13/S3872/HH & P13/S3874/LB**

**Friar Park**  
**Adam House, 71 Bell Street**

9. **CONSULTATION ON DRAFT OXFORDSHIRE MINERALS AND WASTE LOCAL PLAN: CORE STRATEGY** (Papers attached)  
**TO RECEIVE AND CONSIDER** the consultation draft plan by viewing and downloading from Oxfordshire County Council's website at:

<http://www.oxfordshire.gov.uk/cms/public-site/minerals-and-waste-policy>

Responses are to be made using the on-line e-planning system:  
<http://myeplanning.oxfordshire.gov.uk>

or send responses via email to:

[mineralsandwasteplanconsultation@oxfordshire.gov.uk](mailto:mineralsandwasteplanconsultation@oxfordshire.gov.uk)

10. **REQUEST FOR TEMPORARY ROAD CLOSURE** (Papers attached)  
**TO RECEIVE AND CONSIDER** the request for Temporary Road Closure on 27 April 2014 for the duration of the St George's Day Parade.

jb

12 March 2014



Date: 20/02/14  
Ref: S:\SPED\15.1.2\4.10  
Web ref: LP.0010/14

Environment & Economy  
Speedwell House  
Speedwell Street,  
Oxford OX1 1NE

Mr Kennedy  
Clerk To Henley-on-Thames Town Council  
Town Hall  
Market Place  
Henley-on-Thames  
RG9 2AQ

Sue Scane  
Director for Environment &  
Economy

Dear Mr Kennedy

**Consultation on Draft Oxfordshire Minerals and Waste Local Plan: Core Strategy**

We are writing to you because we believe you may have an interest in the new Oxfordshire Minerals and Waste Local Plan which the County Council is preparing. We are now publishing the Draft Minerals and Waste Local Plan: Core Strategy for consultation. This draft plan proposes planning strategies and policies for the minerals and waste development that will be needed in Oxfordshire, including where it should be located, up to 2030.

This consultation draft document is a revised plan that the County Council has prepared in place of the previous Minerals and Waste Core Strategy which was submitted to the government for examination in 2012 but which the Council decided to withdraw in July 2013.

The consultation draft plan will be available from 24 February for viewing and downloading from the Council's website at:

**<http://www.oxfordshire.gov.uk/cms/public-site/minerals-and-waste-policy>**

This is an important opportunity for you to tell us your views on planning for minerals and waste development in Oxfordshire. In addition to giving your views on the proposals in the draft plan, you are invited to tell us about anything else that you think the plan ought to contain. We would also welcome comments on the supporting evidence base documents, which are available on the Council's website (as above). All documents can also be seen at the Council's Speedwell House office in Oxford.

You can send us your comments either through the Council's on-line e-planning system or by sending a response form or other written comment to us by email or post (see below). Response forms can be downloaded from the Council's website (as above) or obtained from the Minerals and Waste Policy Team (contact details below).

- Respond using the on-line e-planning system (and view the consultation draft plan) at:  
**<http://myeplanning.oxfordshire.gov.uk>**  
Click on 'Search for and comment on a planning application' and enter reference **LP.0010/14** in the 'OCC application number' search field.

- Send a response by email to:  
**[mineralsandwasteplanconsultation@oxfordshire.gov.uk](mailto:mineralsandwasteplanconsultation@oxfordshire.gov.uk)**



- Send a response by post to:  
Minerals and Waste Draft Plan Consultation  
Environment & Economy – Planning Regulation  
Oxfordshire County Council  
Speedwell House  
Speedwell Street  
Oxford OX1 1NE.

**The closing date for responses is 7 April 2014.**

Following this consultation, we will consider carefully all the comments received and will take them into account in the next stage of the plan process. A report on the responses to this consultation, including a summary of the points made, will be prepared and published on the Council's website. Comments in full will be available at the Council's Speedwell House office in Oxford for inspection by appointment following the consultation.

The next stage will be preparation of the pre-submission draft of the plan. We expect that the Council will agree this and publish it later in 2014, when there will be a further opportunity for representations to be made. The plan and the representations received will then be submitted to the Secretary of State in 2015, for independent examination by a government appointed inspector. We hope that the final plan will be adopted by the end of 2015.

For further information, or if you are unable to access the consultation document on-line, please contact the Minerals and Waste Policy Team at the address above or by:

Email: [mineralsandwasteplanconsultation@oxfordshire.gov.uk](mailto:mineralsandwasteplanconsultation@oxfordshire.gov.uk)

Telephone: 01865 815544.

Yours faithfully

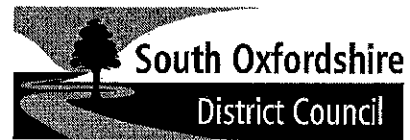


Peter Day  
Minerals & Waste Policy Team Leader

Direct line: 01865 815544  
Email: [peter.day@oxfordshire.gov.uk](mailto:peter.day@oxfordshire.gov.uk)  
[www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk)

## Legal and Democratic Services

HEAD OF SERVICE: Margaret Reed



Listening Learning Leading

Town / Parish Council

By email

CONTACT OFFICER: **Fiona Leighton**

Fiona.leighton@southoxon.gov.uk

Tel: 01491 823934 Fax: 01491 823625

Textphone: 18001 01491 823934

Benson Lane, Crowmarsh Gifford  
Wallingford, OX10 8QS

11 March 2014

Dear Sir/Madam

### Request for Temporary Road Closure 27 April 2014

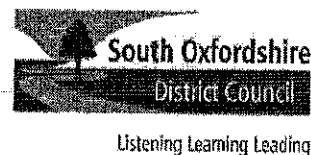
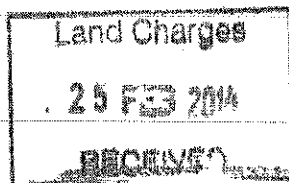
For your information I attach a copy of an application I have received from Richard Booy requesting a Temporary Road Closure in Henley for the duration of the St George's Day Parade.

If you have any observations on this application I should be grateful if you would let me know by 25 March 2014. If I do not hear from you by this date I will assume you have no comment on the application.

Yours faithfully

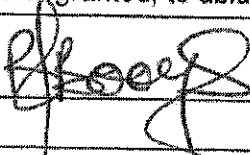
Fiona Leighton  
South Business Support Officer  
Legal and Democratic Services

Enc

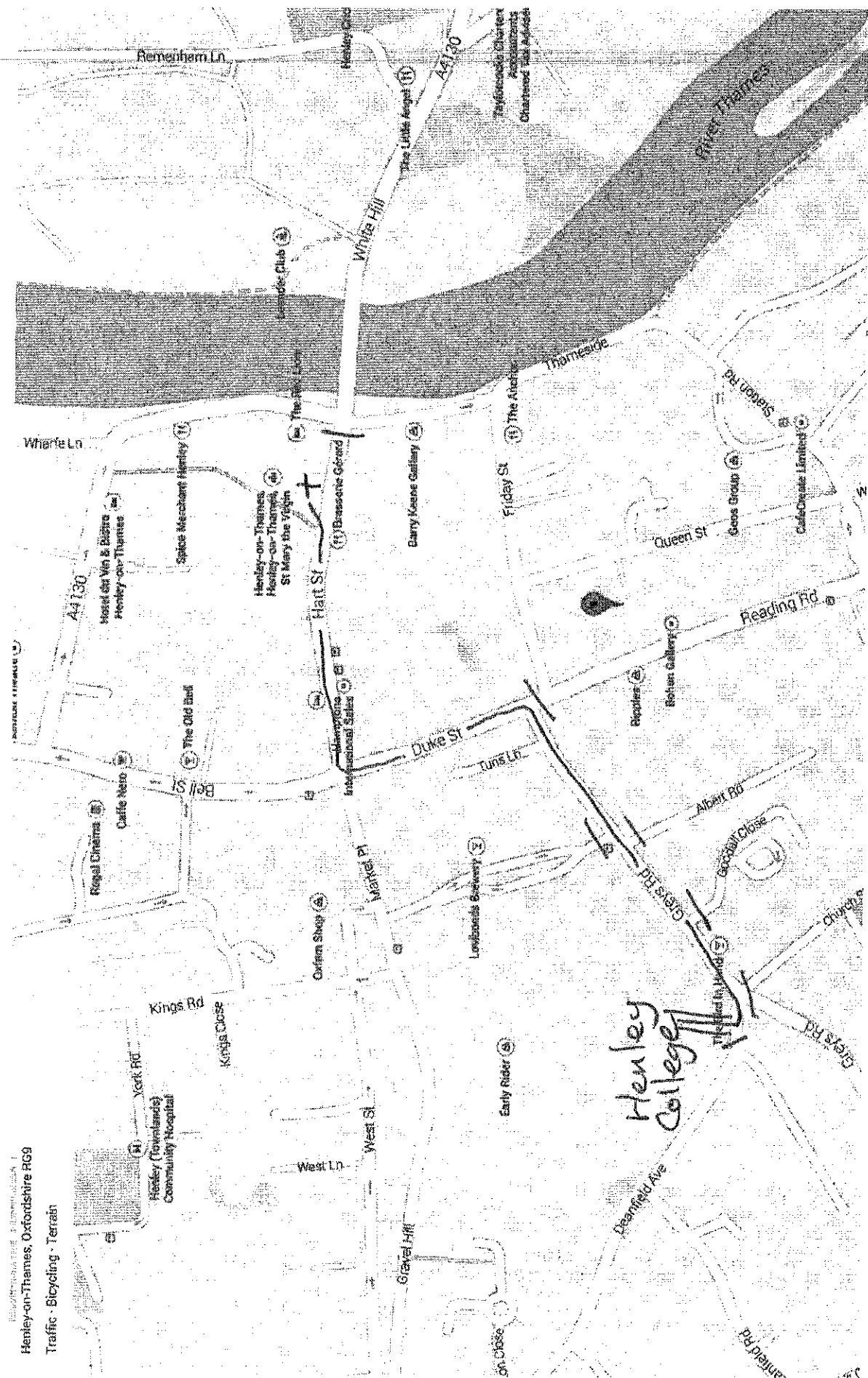


**SOUTH OXFORDSHIRE DISTRICT COUNCIL**

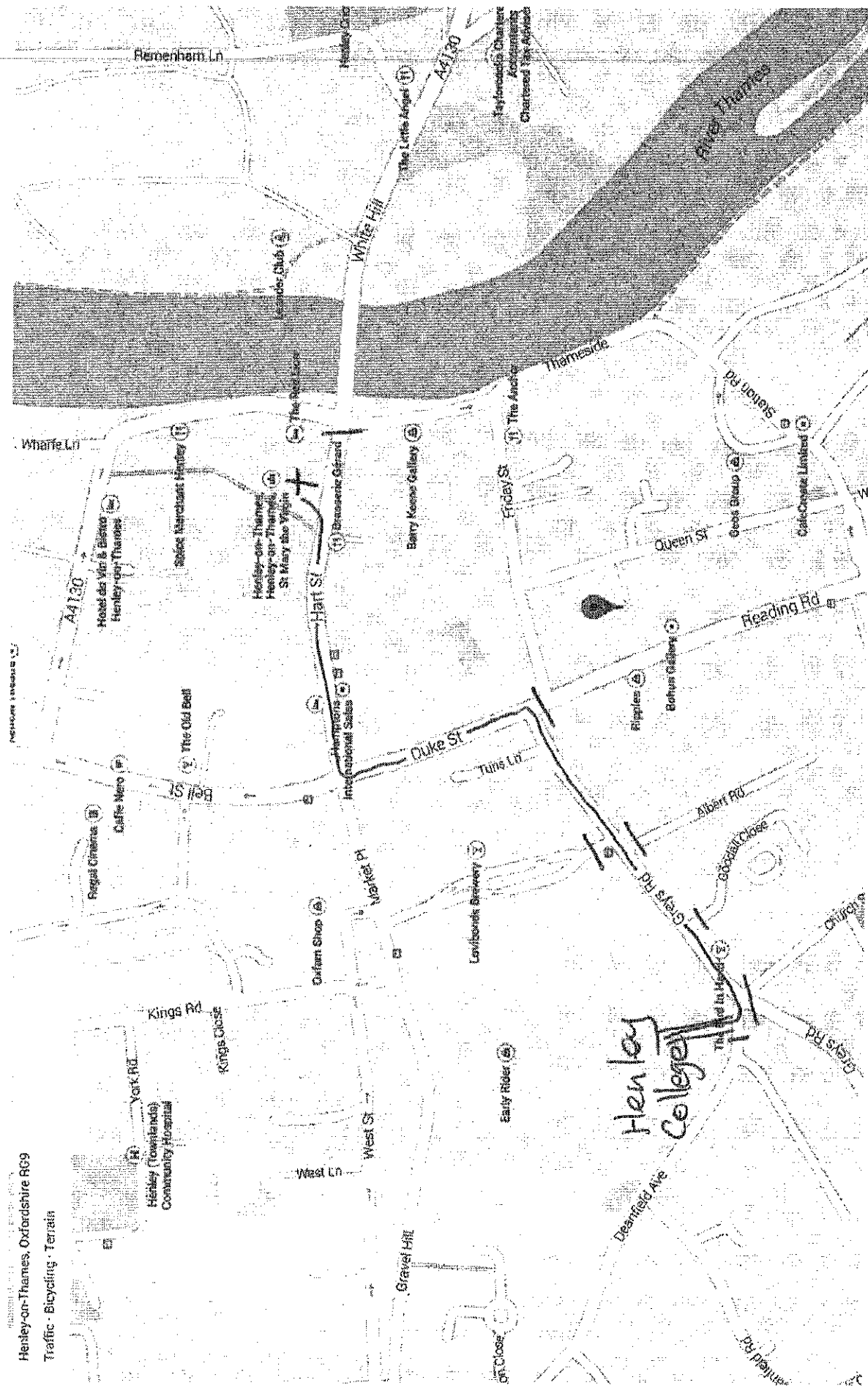
**APPLICATION FOR A TEMPORARY ROAD CLOSURE FOR A SOCIAL EVENT  
(TOWN POLICE CLAUSES ACT 1847).**

Name, address email daytime telephone number  of applicant	Richard Booyes The Rectory, 10 Manor Farm Road Dorchester on Thames Oxon, OX10 7HZ  01235 402602 or 07905351742 DC-Thameschiltern@oxonscouting.org.uk
Name(s), road number(s) and length(s) of road(s) to be closed	Roads in Henley on Thames from Henley College to St Mary's Church:  Greys Road Duke Street Hart Street
Reason for closure	Thames Chiltern District Scouts St Georges Day Parade  (first public event for new district)
Date of closure	Sunday 27 <sup>th</sup> April 2014
Duration of closure	From: 2.05pm until 2.25pm  And From: 3.35pm until 3.55pm
I undertake, if the application is granted, to abide by the terms and conditions stated overleaf.	
Signature of Applicant	

- Include as much detail as possible, and allow time for set up/close down in the timings of your event. This will help us consider the application. If there is not enough space, continue on a separate sheet.
- Include a plan showing the lengths of road to be closed and the proposed location of signs.
- Include your Public Liability Insurance
- You must make your application for a road closure at least 28 days before the date of the event.



Map data ©2014 Google 50 m



Map data ©2014 Google 50 m