

# HENLEY-ON-THAMES TOWN COUNCIL

MIKE KENNEDY  
*Town Clerk*



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

to be held on

**TUESDAY 17 SEPTEMBER 2013**

**AT 7.00 PM**

in

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

A handwritten signature in black ink, appearing to read 'Mike Kennedy'.

Mr M W Kennedy  
Town Clerk

11 September 2013

### 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

Apologies received from the Chairman, Councillor D Hinke

### 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** (Papers Attached)  
**TO APPROVE** the Minutes of the Meeting of the Planning Committee held on 3 September 2013.
5. **PLANS (amended)**  
**P13/S1561/FUL** **Headway, Brunner Hall, 84B Greys Road, (Minor – South Ward – JW, WH)**  
Change of Use (with building works) FROM: Small Works Depot. TO: Therapy Gymnasium (with ancillary storage): for Headway Thames Valley (as amended by drawing no. COM-002B accompanying Agents email dated 02.09.13)  
For: Mrs W Carlson  
HTC Observation: 02.07.13 - **Recommend Approval. This was a positive use of the building.**
6. **PLANS (new)**  
**P13/S2418/FUL** **1A Duke Street (Other – North Ward – JB, EH)**  
Change of use from A1 (retail) use to A1/A3 for serving of light refreshments.  
For: Miss L Hillier
- P13/S2443/HH** **9 Queen Street (Other – South Ward – JW, WH)**  
Replacement of existing dormers.  
For: Mr J Simon
- P13/S2589/HH** **44 Friday Street (Other –North Ward –JB, EH)**  
Two replacement ground floor windows with double glazing.  
For: Ms J Dransfield
- P13/S2599/HH** **45 St Andrews Road (Other – South Ward – JW, WH)**  
Two storey side and rear extensions with integral garage. Demolition of existing garage in rear garden. New vehicular access.  
For: Mr A J Fitzgerald
- P13/S2646/FUL** **54 New Street (Other – North Ward –JB, EH)**  
Change of use: A2 office to residential.  
For: Mr & Mrs E Olea
- P13/S2658/LB** **1 Market Place (Other – North Ward –JB, EH)**  
Removal of existing tiles to shop entrance and replace with black and white checkerboard style tiles.  
For: Ms A Foster

**P13/S2784/PDH**    **17 Valley Road** (Permitted Development – North Ward –JB, EH)  
Single storey extension to the south-western corner to the house.  
For: Mrs M Gibbons

7.    **OBJECTIONS / CALL IN APPLICATIONS**  
**TO DECIDE** which Councillor is to speak at District Council in the event of an objection.

jb

28 August 2013

**Present:** Chairman, Councillor D Hinke  
Councillor D Clenshaw  
Councillor Miss L Hillier  
Councillor Ms K Hinton (substitute for Councillor Mrs E Hodgkin)  
Councillor Mrs P Phillips (substitute for Councillor M Akehurst)  
Councillor D Silvester  
Councillor S Gawrysiak, Mayor (ex-officio).

**In Attendance:** Town Clerk, Mr M Kennedy  
Mrs N Taylor – Committee Administrator / Minute Taker

**Also Present:** 2 Member of the press

59. **APOLOGIES**

Apologies for absence were received from Councillors M Akehurst, Miss S Evans, Mrs E Hodgkin and Ms L Meachin.

60. **DECLARATIONS OF INTEREST**

None received

61. **PUBLIC PARTICIPATION**

None

62. **MINUTES**

The Minutes of the Meeting of the Planning Committee held on 23 July 2013 were approved and signed as a true record by the Chairman, Councillor D Hinke.

63. **PLANS (amended)**

**P13/S1804/A**

**Gillotts School, Gillotts Lane (Other – South Ward – JW, WH)**

One non illuminated monolith style free standing sign, installed adjacent to roadside. (as amended by plan received 12 August 2013).

For: Mrs F Damp, Gillotts School

**HTC Observation:** 05.07.13 – Recommend Refusal. The design and proposed materials are unsympathetic with the location, being on the edge of an Area of Outstanding Natural Beauty.

**OBSERVATION:** **Recommend Approval as the size has been reduced.**

**P13/S2193/FUL** **Café Nero, 44 Bell Street** (Minor – North Ward –JB, EH)  
Retrospective application for new rear decking area: and use of the decking for outside customer seating (in accordance with the agents e-mail dated 8 August 2013).

HTC Observation

For: Mr A Jonika, Cafe Nero  
16.08.13 – Recommend Approval. However the Committee deplores the retrospective nature of the application but note the restriction in time to 6pm.

**OBSERVATION:**

**Recommend Approval.**

64. **PLANS (new)**  
**P13/S2173/HH**

**14 Albert Road** (Other – South Ward –JW, WH)  
Convert the loft space into a bedroom with rear roof light windows.

For: Mrs B Tutty

**OBSERVATION:**

**Recommend Approval.**

**P13/S2184/O**

**Thames Farm, Reading Road, Shiplake** (Major – Parish of Shiplake)

Outline application for up to 110 dwellings (access not reserved).

For: Mrs C Engbers

**OBSERVATION:**

**This application is in the Parish of Harpsden and not Shiplake.**

**The Joint Neighbourhood Plan for Henley and Harpsden is well under way and within a few weeks the residents will begin to look at sites to place the 400 houses for Henley.**

**The Localism Act was passed to give residents a say. A development of this size is clearly within that remit.**

**The committee is therefore disappointed that this planning application has been made outside of the NP consideration . It is clearly within the Neighbourhood Plan area and as such should be debated by the residents and not Council Committees.**

**We would hope that other Parish Councils will take the same view. Therefore we will note this application but not offer any recommendation.**

**P13/S2186/HH**      **12 Hamilton Avenue** (Other – South Ward –JW, WH)  
Removal of existing wall and replacement with new wall and gate to front of property. Max height of 1.91m

For: Mr R Goodliffe

**OBSERVATION:**      **Recommend Refusal due to the austerity of the appearance and height of the wall and fence, and conflict with the existing street scene.**

**P13/S2243/HH**      **145 Reading Road** (Other – South Ward –JW, WH)  
Replacement windows to front of property.

For: Mr C R Shurrock

**OBSERVATION:**      **Recommend Refusal due to the use of inappropriate materials in a conservation area. Request that the application be resubmitted with wooden windows rather than UPVC.**

**P13/S2389/HH**      **15 Vicarage Road** (Other – South Ward –JW, WH)  
Ground floor side extension, first floor extension and new dormer window.

For: Mrs N Welch

**OBSERVATION:**      **Recommend Approval as the application is in keeping with the existing dwelling.**

Councillor Mrs L Hillier entered the meeting at 6.55pm

**P13/S2423/A**      **Johnson Cleaners, 24 Bell Street** (Other – North Ward –JB, EH)  
Renew existing fascia and projecting signs to match existing material and dimensions. Redecorate shop front frame and entrance door to new corporate green BS14C39.

For: Mr I Battle

**OBSERVATION:**      **Recommend Refusal subject to Officer comment. The new fascia sign does not conform to guidelines in the Shop front Guide, and listed building rules, with particular reference to the height of the sign. Even though it is replacing an existing sign, that sign was incorrect as it covers the base of the windows in a Grade 2 Listed Building.**

Councillor Mrs P Phillips entered the meeting at 7.00pm.

**P13/S2424/LB**      **Johnson Cleaners, 24 Bell Street** (Other – North Ward –JB, EH)  
Renew existing fascia and projecting signs to match existing material and dimensions. Redecorate shop front frame and entrance door to new corporate green BS14C39.  
For: Mr I Battle

**OBSERVATION:**      **Recommend Refusal subject to Officer comment. The new fascia sign does not conform to guidelines in the Shop front Guide, and listed building rules, with particular reference to the height of the sign. Even though it is replacing an existing sign, that sign was incorrect as it covers the base of the windows in a Grade 2 Listed Building.**

**P13/S2437/HH**      **31 Gainsborough Road** (Other – North Ward –JB, EH)  
Erection of a single storey extension to the rear and side of existing property. To enable relocation of existing kitchen combined with new lounge area, alongside with facility of off street parking.  
For: Mr J Rogers

**OBSERVATION:**      **Recommend Approval.**

**P13/S2464/HH**      **40 Makins Road** (Other – South Ward – JW, WH)  
Extensions and roof alterations to existing detached garage.  
For: Mr J Cushing

**OBSERVATION:**      **Recommend Approval.**

**P13/S2501/HH**      **2 Gainsborough Road** (Other – North Ward – JB, EH)  
Provision of a dropped kerb and a short access crossover driveway.  
For: Mr E Fallon

**OBSERVATION:**      **Recommend Refusal as the proposed driveway is too close to a Greys Road junction– request that the Highways Officer give the application careful consideration.**

**P13/S2547/FUL**      **Beare House, 81 Bell Street** (Other– North Ward – JB, EH)  
Proposed change of use of existing ground floor office from (B1 use) to letting agency (A2 use).  
For: Mr A Jarvis

**OBSERVATION:**      **Recommend Approval.**



- P13/S2601/FUL** **Calleva, Harpsden Way** (Minor –South Ward –JW, WH)  
Demolition of a dwelling house and erection of three detached dwelling houses.  
For: Mr A Wrigley  
**OBSERVATION:** **Recommend Refusal due to overdevelopment of the site and the loss of trees.**
- P13/S2478/LDE** **73b Bell Street** (Certificate of lawful Development- North Ward –JB, EH)  
Certificate of lawfulness for existing use as a hot food takeaway (A5 use)  
For: Mr P Kaur  
**OBSERVATION:** **Noted.**
- P13/S2572/LDP** **Lucknow, Elizabeth Road** (Certificate of lawful Development- North Ward –JB, EH)  
Construction of rear single storey extension.  
For: Mr G Michael  
**OBSERVATION:** **Noted.**
- P13/S2607/HH** **147 Reading Road** (Other – South Ward –JW, WH)  
Single storey rear extension and loft conversion with rear facing dormer windows.  
For: Mr K Matoski  
**OBSERVATION:** **Recommend Refusal due to over development as the windows are too large causing privacy issues for neighbours and the use of inappropriate materials in a Conservation Area.**
- P13/S2653/HH** **11 Leicester Close** (Other – North Ward – JB, EH)  
Construction of an Orangery to the rear of the property and a new wall to the bottom of the garden.  
For: Mr T May  
**OBSERVATION:** **Recommend Approval, but regret not using natural materials in a Conservation Area.**

**65. OBJECTIONS / CALL IN APPLICATIONS**

**THE COMMITTEE CONSIDERED** which Councillor should speak at the South Oxfordshire District Council's (SODC) Planning meeting in the event of an objection and it was **RESOLVED**

that Councillor D Silvester represents the Town Council at the SODC planning meeting and speaks on the Council's against application P13/S2601/FUL – Calleva, Harpsden Way.

66. **PROPERTY NAMING**  
**THE COMMITTEE RECEIVED** a request to suggest names for 2 new houses in Farm Road Henley on Thames. It was **RESOLVED**

that 'Newtown Villas' be suggested.

67. **PLANNING APPEAL DECISION**  
**THE COMMITTEE RECEIVED** a Planning Appeal Decision for 95a St Marks Road, Henley on Thames, RG9 1LP. It was **RESOLVED**

that the decision be noted.

The meeting closed at 7.20pm

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Chairman