

## HENLEY-ON-THAMES TOWN COUNCIL

### MINUTES OF THE **NEIGHBOURHOOD PLANNING GOVERNANCE COMMITTEE** HELD ON WEDNESDAY 30 APRIL 2014 AT 9.30am IN THE COMMITTEE ROOM, TOWN HALL, HENLEY-ON-THAMES.

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**Present:** Councillor S Gawrysiak (Mayor ex officio)  
Councillor D Hinke (Chair)  
Councillor M Akehurst  
Councillor D Nimmo Smith  
Councillor W Hamilton  
Councillor K George (Harpsden)  
Councillor M Plews (Harpsden)

**Officers:** Mr M Kennedy (Town Clerk).  
Ms P Price-Davies (Committee Administrator)

**Also Present:** 11 Members of the public

**95. APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

**96. DECLARATIONS OF INTEREST**

None.

**97. PUBLIC PARTICIPATION SESSION**

*Mr K Arlett, Elizabeth Road,*

As a Member of the Housing Working Group, Mr Arlett expressed his disgruntlement that as the last Housing Working group session was called at late notice it meant that he and other Members were unable to attend. He felt that the attendance of this meeting was largely made up of Pressure Groups. He commented on the fact that a fellow Member of the Working Group had been trying to obtain information from Nexus Planning regarding the Public Consultation and was disappointed to learn that this information had not been forthcoming.

He was assured by the Chairman that the reason for the late call of the last Housing Working Group was due to fact that no resolution had been reached at the scheduled session and that the scheduling of the additional session was dependent on the Planning Consultants availability and the timeframe. He confirmed that approximately 25 Members had attended this final session and that these attendees regarded the final consensus to be fair and sensible and a progression of conclusions reached at previous meetings. He was not in agreement with the fact that Pressure Groups had played a key role in this final shaping of the housing allocation and it was evident that all areas of the town were represented within the Working groups. In response to the comment that Nexus had not been forthcoming with the requested information, he agreed to investigate this issue and respond within seven days.

*Dr B Wood, Blandy Road*

As a Member of the Housing Working Group he commented on the fact that members had exchanged email addresses and was disappointed that this had not occurred within the others groups to create some synergy within the overall vision of the Plan. He felt that it would be useful for a summary of each Working

Group's recommendations to be circulated to all the members within the groups to ensure that they were aware of the overall vision for the Plan. He wanted reassurance that this was a people's plan and not a Nexus Plan.

He was assured by the Chairman that this was a People's Plan and that the role of Nexus was to facilitate. He pointed out that the Draft Plan was due to be released to the Overview Group at a scheduled meeting in May when there would be an opportunity for further comments and final changes to be addressed. Due to the Data Protection Act, neither Nexus nor the Governance Committee were at liberty to release the email addresses of the members of the Working Group. He re-iterated the fact that the Public Consultation was imminent and that all residents of Henley and Harpsden would have ample opportunities during this six week period to comment on the Draft Plan.

*Mr J Brookes, Parkside*

Mr Brookes made a formal request to the Committee to publish the names of the members of the various Working Groups that had contributed to the formulation of the Draft Plan. The Chair agreed to investigate this request and report back to Mr Brookes personally.

**98. MINUTES**

The Minutes of the Meeting of the Neighbourhood Planning Governance Committee held on **14 March 2014** were approved and signed by the Chairman as a true record.

**99. PROGRESS ON THE CURRENT WORKPLAN**

Members had before them a copy of the Joint Henley and Harpsden Neighbourhood Plan (JHHNP) Workplan progress report.

The Chairman informed the meeting that there had been a three to four week slippage because it had taken longer for the Housing Working Group to reach agreement on the site allocations. He confirmed that Nexus Planning was currently drawing up the Draft Plan which would be presented to the next Overview Working Group session to be scheduled in May. Following this final consolidation, the next stage of the Public Consultation period would start in mid-May.

**100. BUDGET REPORT**

The Committee considered the Income and Expenditure report to **12 March 2014**. The report gave details of the total income to date of **£74,000**, including a grant from SODC of **£15,000** and a grant payment from Locality UK of **£6,300** (90% payment of total award). A full breakdown of the expenditure was attached to the agenda. The Chairman advised the Committee that the JHHNP was presently on budget. It was **RESOLVED**

**that the financial report to 12 March 2014 be received and noted.**

**101. PUBLIC CONSULTATION**

The Chairman informed the Committee that a two day drop-in Exhibition in the Council Chamber at the Town Hall had been confirmed for Friday 30<sup>th</sup> and Saturday 31<sup>st</sup> May 2014. Members also discussed holding other information sessions within the town centre and visiting local employers, businesses and events during the six week Public Consultation period to ensure maximum public engagement. A Member confirmed that Harpsden were holding their Annual Meeting that evening so would ensure that attendees were made aware of these dates. The Town Clerk confirmed that additional copies of the Henley Magazine would be distributed to Harpsden households to ensure that all residents were made aware of the Plan and had the opportunity to engage with it during the

consultation period. Members were in agreement that members of the Working Groups should also play a role in getting local residents to engage with the Plan and creating awareness of the drop-in sessions and events taking place during the consultation period.

**102. DATE OF NEXT MEETING**

It was agreed the date of the next NPGC meeting would be agreed once the dates of the Public Consultation period had been confirmed.

**103. EXCLUSION OF THE PUBLIC AND PRESS**

It was moved by the Chairman and **RESLOVED**

**that the public and press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as the matters about to be discussed were considered to be confidential.**

**104. ARTICLE FOR THE HENLEY MAGAZINE**

Members had before them a draft article on the Joint Henley and Harpsden Neighbourhood Plan to be featured in the launch issue of the Henley Magazine, the official publication for Henley-on-Thames Town Council. Members were in agreement that a headline on the front page should be inserted to alert readers to the Neighbourhood Plan feature contained within the issue as this was an important publicity opportunity. It was also suggested that the article should be written in a simpler and more accessible format to ensure maximum engagement with the Plan and the Public Consultation.

The meeting closed at 10.18 am

*ppd*

*Chairman*