

**Present:** Chairman, Councillor A J Follett  
Vice Chairman, Councillor C W Gibson  
Councillor Miss L M Hillier  
Councillor S Smith  
Mayor, Councillor Mrs E Hodgkin (ex-officio)  
Deputy Mayor, Councillor Mrs J Wood (ex-officio)

**In attendance:** Mr M W Kennedy – Town Clerk  
Mrs B Walker – Minute Taker

**Also Present:** One Member of the Press

**131. TO RECEIVE APOLOGIES FOR ABSENCE**

None received.

**132. DECLARATIONS OF INTEREST**

Councillor Mrs J Wood declared an interest in planning application number P10/E0041 – 14 Cooper Road – personal interest as applicant is a friend.

The Mayor, Councillor Mrs E Hodgkin declared an interest in planning application number P10/E0041 – 14 Cooper Road – personal interest as applicant is a friend and P09/E1407 – 5 Elizabeth Close – personal interest as friend of a near neighbour.

Councillor A J Follett declared an interest in planning application number P10/E0041 – 14 Cooper Road – personal interest as applicant is a friend and P09/E1407 – 5 Elizabeth Close – personal interest as friend of a near neighbour.

The Chairman, Councillor A J Follett thanked the Town Clerk for recently distributing information regarding when a Councillor should declare an interest under the Code of Conduct taken from a South Oxfordshire District Council agenda of their Standards Committee.

Councillor S Smith entered the meeting at 7.03 pm.

**133. PUBLIC PARTICIPATION**

None.

Councillor C W Gibson sought clarification as to whether questions must relate to agenda items. The Town Clerk confirmed this was the case.

**134. MINUTES**

The Minutes of the Meeting held on 19th January 2010 were approved and signed by the Chairman, Councillor A J Follett.

**135. OBJECTIONS**

To decide which Councillor is to speak at District Council in the event of an objection – none.

136. **PLANS (amended)**

Councillor A J Follett reminded the Committee that valid planning reasons need to be given to support the Town Council's recommendations.

**P09/E1293**  
**Amended**

**110 Reading Road** (Other -South Ward –RM)  
Erection of single storey rear extension and two dormer windows to the rear elevation.

HTC Observation:  
OBSERVATION:  
OBSERVATION:

15.02.2009  
No strong views.  
**Noted as planning permission has already been given.**

**P09/E1407**

**5 Elizabeth Close** (Other – North Ward – JB, LMH)  
Conversion of existing single garage to kitchen and utility room. Single storey side extension to existing dwelling.

HTC Observation:  
OBSERVATION:

19.01.2010  
Recommend refusal as application will cause a restriction to neighbours parking, the plans are misleading, showing the incorrect positioning of the neighbouring property and this council regrets the loss of a garage.

OBSERVATION:

**No strong views.**

137. **Plans (new)**

**P09/E1206/A**

**Bagatelle Toys, 63 Bell Street** (Other – North Ward – JB, LMH)

Erection of fascia advertisement.

For: Mr M Carlton

OBSERVATION:

**Recommends refusal as is in contravention of the Shop Front Design Guide points B1.2, B1.3 and B3.1.**

**P09/E1207/A**

**63 Bell Street** (Other – North Ward – JB, LMH)

Erection of fascia advertisement.

For: Mr M Carlton

OBSERVATION:

**Recommends refusal as is in contravention of the Shop Front Design Guide points B1.2, B1.3 and B3.1.**

**P09/E1271/RAD**

**Phoenix Cottage, Fairview Estate** (Other – South Ward – RM)

Retention of directional and trade descriptive signage.

For: Thamesview Autos Ltd

OBSERVATION:

**Recommends refusal as the sign is out of keeping in the area, is too big and is un-neighbourly.**

**P09/E1310**

**85 Harpsden Road** (Minor – South Ward – RM)

Change of use from retail to two bedroom dwelling including alterations to and part demolition of existing single storey extension. Erection of replacement garage and study, replacement bay window and front door and erection of front boundary wall.

For: Mrs J Parr

OBSERVATION:

**No strong views.**

- P09/E1441/CA**      **85 Harpsden Road** (Minor – South Ward – RM)  
Part demolition of existing single storey extension.  
For: Mrs J Parr
- OBSERVATION:**      **No strong views.**
- P09/E1377/LB**      **Oast Cottage, 74 Bell Street** (Other – North Ward – JB, LMH)  
Repairs to roof, including stripping front bay, dealing with timber repairs (if necessary), relaying parapet guttering, insulation and retiling, repair or rebuild existing stack (loose) as needed.  
For: Mr D Prest
- OBSERVATION:**      **No strong views subject to the approval of the Conservation Officer.**
- P09/E1410**      **6A Bell Street** (Other – North Ward – JB, LMH)  
Change of use of the first and second floor of 6 Bell Street from a 2 bedroom flat which also provides the workshop space for the retail unit on the ground floor to 2 self contained one bedroom flats. Internal work to include the construction of partition walls, the removal of an existing internal partition and the creation of additional door openings within the existing walls. No external works are proposed.  
For: Mr J Filbee
- OBSERVATION:**      **Recommends approval on grounds that it is providing habitable accommodation in the town centre.**
- P09/E1411/LB**      **6A Bell Street** (Other – North Ward – JB, LMH)  
Change of use of the first and second floor of 6 Bell Street from a 2 bedroom flat which also provides the workshop space for the retail unit on the ground floor to 2 self contained one bedroom flats. Internal work to include the construction of partition walls, the removal of an existing internal partition and the creation of additional door openings within the existing walls. No external works are proposed.  
For: Mr J Filbee
- OBSERVATION:**      **Recommends approval on grounds that it is providing habitable accommodation in the town centre.**
- P09/E1412/LB**      **78 Bell Street** (Other – North Ward – JB, LMH)  
Renewal of roof coverings and insulation of roof. Renewal of rooflights. Roof timber repairs.  
For: Mr M Ralphs
- OBSERVATION:**      **Recommends approval.**
- P09/E1414**      **263 Greys Road** (Minor – South Ward – RM)  
Erection of dwelling following demolition of existing dwelling.  
For: Mr & Mrs P Fitzpatrick
- OBSERVATION:**      **No strong views.**

- P09/E1435**                    **Old Ship House, Wharf Lane** (North Ward – JB, LMH)  
Demolition of existing single storey garage and replacement with two storey residential/garage accommodation and single storey link building.  
For: Mr & Mrs C McDowell
- OBSERVATION:**        **Recommends refusal on the grounds that it is out of keeping in the area, is over-intensive and the roofline is too high. The Committee also recommends that the curtilage wall and its vegetation should be retained.**
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- P09/E1436/LB**                **Old Ship House, Wharf Lane** (North Ward – JB, LMH)  
Demolition of existing single storey garage and replacement with two storey residential/garage accommodation and single storey link building.  
For: Mr & Mrs C McDowell
- OBSERVATION:**        **Recommends refusal on the grounds that it is out of keeping in the area, is over-intensive and the roofline is too high. The Committee also recommends that the curtilage wall and its vegetation should be retained.**
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- P09/E1443**                    **1 Boathouse Reach** (Other – South Ward – RM)  
Alterations of ground floor with insertion of new glass sliding doors. Replacement of patio doors at first floor with new sliding doors, to match ground floor.  
For: Mrs P Lane
- OBSERVATION:**        **No strong views.**
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- P10/E0008**                    **17 Hamilton Avenue** (Other – South Ward – RM)  
Rear extension and replacement dormer window plus partial demolition of front boundary wall and increase in parking area.  
For: Mr P Coleman
- OBSERVATION:**        **Recommends refusal as out of keeping in a conservation area due to the rear extension and the Committee also objects to the loss of the boundary wall at the front and loss of garden.**
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- P10/E0011/CA**                **17 Hamilton Avenue** (Other – South Ward – RM)  
Rear extension and replacement dormer window plus partial demolition of front boundary wall and increase in parking area.  
For: Mr P Coleman
- OBSERVATION:**        **Recommends refusal as out of keeping in a conservation area due to the rear extension and the Committee also objects to the loss of the boundary wall at the front and loss of garden.**

Councillor C W Gibson left the meeting at 7.25 pm.

**P10/E0010**                    **72 Reading Road** (Other – South Ward – RM)  
Replacement window on second floor front.  
For: Mr & Mrs W Ford  
**OBSERVATION:**        **Recommends approval. The Committee welcomes the replacement window with like for like materials.**

**P10/E0014/A**                **6 Market Place** (Other – North Ward – JB, LMH)  
1 x Branch nameplate & 1 x sign above ATM.  
For: HSBC Bank  
**OBSERVATION:**        **No strong views.**

**P10/E0019**                    **34 St Andrews Road** (Other – South Ward – RM)  
Loft conversion and ground floor rear extension. Loft conversion including rear dormer window and front facing roof lights plus single storey rear extension.  
For: Mr & Mrs Cooper  
**OBSERVATION:**        **No strong views.**

The Committee queried why some planning applications in the conservation area have “CA” added as a suffix and some do not.

*Action: Committee Administrator writes to Chief Planning Officer seeking clarification.*

The Chairman - Councillor A J Follett, The Mayor - Councillor Mrs E Hodgkin and Councillor Mrs J Wood declared a personal interest in the following planning application (P10/E0041).

**P10/E0041**                    **14 Cooper Road** (Minor – North Ward – JB, LMH)  
Erection of two storey, 2 bedroom dwelling and new front entrance to existing dwelling. Formation of 3 off street parking spaces for new dwelling.  
For: Mr & Mrs D Prior  
**OBSERVATION:**        **No strong views.**

**138. FOR 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.*

**P09/E1227/LB**                **44 Greys Hill**  
**P09/E1279**                    **Henley Cottage, Lower Assendon**  
**P09/E1286**                    **The Lawns, Mill Lane**  
**P09/E1345**                    **Magnolia Cottage, Mill Lane**  
**P09/E1355**                    **76 Bell Street**  
**P09/E1378/LB**                **76 Bell Street**

The Committee received and noted the information.

**139. PLANNING UPDATE**

The Committee received and noted the information and were pleased to see the District Council decision's corresponded with the Town Council's recommendation.

The Meeting closed at 7.30 pm.

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Chairman