

Present: Councillor D Hinke,
Councillor D Clenshaw
Councillor Mrs E Hodgkin
Councillor D Silvester
Councillor M Akehurst, Mayor Ex Officio
Councillor Mrs J Wood, Deputy Mayor, Ex Officio

In Attendance: Ms J Brazil – Committee Administrator / Minute Taker

Also Present: 1 Member of the Press
2 Member of the Public

1. ELECTION OF CHAIRMAN

The Mayor called for nominations for the election of a Chairman for the year 2014 – 2015.

Councillor Mrs E Hodgkin proposed and Councillor D Silvester seconded that Councillor D Hinke be elected Chairman for the year 2014 – 2015.

There being no further nominations and following a vote it was **RESOLVED** that

Councillor D Hinke be elected Chairman of the Planning Committee for the following municipal year.

Councillor D Hinke took the Chair.

2. ELECTION OF VICE CHAIR

The Chairman, Councillor D Hinke, called for nominations for the election of a Vice-Chairman for the year 2014 - 2015

Councillor D Clenshaw proposed and Councillor D Hinke seconded that, Councillor M Akehurst be elected Vice-Chairman for the year 2013 – 2014.

There being no further nominations, and following a vote it was **RESOLVED** that

Councillor M Akehurst be elected Vice Chairman of the Planning Committee for the following Municipal year.

3. **COMMITTEE TERMS OF REFERENCE**

The Terms of Reference for the Planning Committee were considered. It was **RESOLVED** that

the Terms of Reference for the Planning Committee be adopted.

4. **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Miss S Evans, Miss L Hillier and Ms L Meachin.

5. **DECLARATIONS OF INTEREST**

None received.

6. **PUBLIC PARTICIPATION**

None received.

7. **MINUTES**

The Minutes of the Meeting of the Planning Committee held on 22 April 2014 were approved and signed as a true record by the Chairman, Councillor D Hinke.

Councillor Mrs E Hodgkin abstained from voting on all applications in North Ward.

Councillor Mrs J Wood abstained from voting on all applications.

8. **PLANS (amended)**

P14/S0670/HH

89 Harpsden Road (Other –South Ward – JW, WH)
Demolition of existing single storey rear extension and construction of new single storey/part two storey rear extension, conversion of existing loft space and associated work.

For: Mr R Gordon

HTC Observation:

08.04.14 - Recommend Refusal due to the application being un-neighbourly, overlooking, out of character and the light impact on the neighbouring property.

OBSERVATION:

Recommend Approval. The revised application has addressed the previous issues raised by this committee.

9. **PLANS (new)**

P14/S1091/HH

87 St Andrews Road (Other - South Ward – JW, WH)
Proposed front infill extension and single storey rear extension.

For: Mr & Mrs S Tinling

OBSERVATION:

Recommend Approval. This proposal is in keeping with the other properties in the surrounding area and is suitable for the street scene.

P14/S0665/HH

1 Grange Road (Other – South Ward - JW, WH)
Single storey side return and rear extension.

- OBSERVATION:** For: Mr & Mrs B Walmsley
Recommend Refusal. The raised height of the proposed garden wall is unneighbourly and detrimental to the nextdoor property.
- P14/S0797/A** **23 Market Place** (Other – North Ward -JB, EH)
Proposed non-illuminated hanging sign.
For: Mr P Grobein
- OBSERVATION:** **Recommend Refusal. The signage is not in line with the Conservation area or the Front Shop Guide. The Committee noted this was a listed building and no Listed Building Application has been applied for. The Committee regretted the retrospective nature of this property.**
- P14/S1078/HH** **43b St Andrews Road** (Other – South Ward – JW, WH)
Two storey rear extension and two storey front extension and pitched roof to garage.
For: Mr & Mrs N Angelou
- OBSERVATION:** **Recommend Refusal. This is overdevelopment of the site and overlooking the neighbour’s garden. The Committee noted the quality of the application drawings on the SODC Website were very poor quality and requested SODC Planning Department monitor the standard of the plans on the planning website.**
- P14/S1166/LB** **Rupert House School, 90 – 92 Bell Street** (Minor - North Ward – B, EH)
Internal alterations to second floor to form changing room out of former classroom. Opening up of lobby to expose existing stair balustrade. Raise existing balustrade with new handrail.
For: Mr K Rawlinson
- OBSERVATION:** **Recommend Refusal. The Committee noted the comments from the Henley Society. The Staircase is one of the last period features in the building and request further investigations be taken to raise the hand rail in line with current health and safety standards, without damage to the original features and wooden hand rail.**
- P14/S1119/FUL** **Squires Yard Rear of 35 Hart Street** (Minor – North Ward – JB, EH)
Proposed installation of timber entrance gates.
For: Mr M Moss
- OBSERVATION:** **Recommend Approval.**

12. PROGRESS REPORT

Members received a report on progress and after the following observations noted the information contained therein.

Bollards on West Street

The Committee expressed their disappointment at the length of time this item has been with the Planning Enforcement Department and was still on going. A Member also questioned the delay in the relaying of the block paving and removal of the bollards.

The Committee Administrator explained OCC Highways had factored the relaying of the listed block paving, and the removal of the bollards, to take place within the budget year 2014/15. However, HTC had yet to be given a start date for the planned works, it was understood they would be completed within the budget time frame.

Cattery Banner on the Grade II Listed Brick and Flint Wall, Fairmile

It was confirmed the signage had been removed from the Brick and Flint Wall and this item is to be removed from the Progress Report.

A member noted the signage was now on the grass verge owned by SODC. Committee Administrator requested to send letter regarding advertising on HTC land and the Cattery requested to remove the advertising signage with immediate effect.

Listed Building infringement on signage at Oxfam, 26 Market Place

This Item is on going with Planning Enforcement and SODC will report back in due course.

Front boundary Wall at 24 St Andrews Road

This wall is still to be build and SODC Case Officer is monitoring this item.

Signage of side wall of Bunkers Opticians, Duke Street

SODC are still awaiting the Retrospective Listed Building and Advertising applications regarding this advertisement. This item is still on going with the SODC Planning Enforcement Case Officer.

Satellite Dishes in a Conservation Area

This issue has been resolved by SODC. No further action to be taken. This item to be removed from the Progress Report.

19 Hart Street

SODC Planning Enforcement have progressed this item in the work taken in the refurbishment of this listed building. Retrospective Listed Building application has been received and is with the SODC Planning Department.

This item to be removed from the Planning Report.

Boundary Wall to Listed Building, Greys Road Car Park

Henley Glass have erected advertising boards on a private wall attached to a listed building in Greys Road car park. This matter is with SODC Planning Department Enforcement Case Officer.

The Committee expressed their disappointment at the length of time some of the cases on the Progress Report. Committee Administrator to invite SODC Planning Enforcement Officer to meet with the Chairman of the Planning Committee and members of this Committee who wish to understand the Enforcement process.

13. DECISION NOTICES

The Committee received and noted the decision notices received from SODC.

14. CHANGE OF PROPERTY NAME

The Committee noted the change of property name from Magnolia Cottage to: Willowbank, Mill Lane, Henley on Thames, RG9 4HB.

15. ADDITION TO ALIAS NAME

The Committee noted the addition of the alias name: Hamilton Place to the exiting numbered property : 66 Reading Road, Henley on Thames, RG9 1AU

16. ERECTION OF 2 NEW RESIDENTIAL DWELLINGS

The Committee noted the erection of 2 new residential dwellings to be known as: 1 & 2 Alma Mews, Pearces Orchard, Henley on Thames,

The meeting closed at 8.20pm

jb

Chairman

Terms of Reference for the Planning Committee

- i. The Planning Committee will consist of 9 members including the Mayor and Deputy Mayor ex Officio
- ii The Quorum for this Committee shall be 5 members
- iii The Planning Committee will consider all matters referred to by the Council under the Planning Consultation procedure between the Town and District Councils or otherwise affecting or likely to affect the good and proper planning within the Town.
- iv. The major responsibilities of the Planning Committee shall be:
 - Consultation on Planning Applications
 - Receipt of Decision Notices from South Oxfordshire District Council and the and the Planning Inspectorate
 - Consultation on Tree Preservation Orders
 - Consultation on Street Naming and Numbering
 - Consultation on Listed Buildings
 - Any other matter of a non strategic nature relating to Town Planning
- v. The Town Council delegate to this Committee the right to refer its decisions direct to the District Council.