

**ATTENDEES**

The Chairman, Councillor Ken Arlett – Henley Town Council (HTC)  
Councillor Julian Brookes –substituting Councillor Donna Crook–HTC  
Councillor Laurence Plant – Henley Town Council  
Councillor Kester George – Harpsden Parish Council  
Councillor Tony Wright – Harpsden Parish Council  
Mr Don Barraclough  
Rebecca Chandler-Wilde  
Joan Clark  
Patrick Fleming –Henley in Transition  
Mr Jim Munro  
Mrs Jackie Walker  
Mr David Whitehead

Cath Adams - HTC Project and Planning Manager  
Kirsty Waterman – HTC Committee Administrator

1 Member of the press  
2 members of the public

**28. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Jane Smewing – HTC and Councillor Donna Crook – HTC, The Mayor and Ian Clark.

**29. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**30. PUBLIC PARTICIPATION**

No one from the public wished to speak.

*Councillor Brookes joined the meeting at 3.10 pm*

**31. MINUTES**

The Minutes of the Neighbourhood Plan Committee held on 10 September 2018 were received, approved and signed by the Chairman, Councillor Arlett, as a true record.

**32. SODC NEIGHBOURHOOD PLANNING SURGERY**

In addition to questions already submitted to SODC for the Planning Surgery, a number of points were raised for seeking clarity on. Committee members would like to know when a decision is to be reached on Thames Farm. They also requested to know, who is the decision maker as no-one seems to be taking responsibility for it. Committee members feel they are receiving contradictory information on the pending decision as to which town/parish receives the housing numbers from Thames Farm. Councillors would like to know if SODC collect data on housing completions.

### 33. UPDATES FROM WORKING GROUPS

The Committee received 5 topic papers. The Chairman thanked all committee members for their hard work to date. Topic papers are to be sent to Mr Rios at SODC for review prior to the workshop session on 17 October 2018. The next step is to link the topic papers to policies in the Neighbourhood Plan but Committee to wait direction until after the SODC meeting on Wednesday 17 October 2018.

- i) Schools, Colleges, Doctors' Surgeries, Utilities – *A Topic Paper was received*
- ii) Transport – *A Topic Paper was received*
- iii) Car Parks – *A Topic Paper was received*
- iv) New Housing, Permitted Development Rights since March 2017- *A Topic Paper was received*
- v) Liaison with Businesses  
This project group is to be combined with Community Engagement.
- vi) Liaison with other Parishes carrying out NP Reviews  
A meeting with Thame is being arranged for mid November 2018
- vii) Review all existing sites  
A verbal update from a meeting held on 24 September 2018 with a representative of the Army Cadets regarding the TA Centre was given. The Army Cadets would like to remove the TA Centre from the Neighbourhood Plan. The site was allocated as 10 houses. The TA Centre is thriving and provides facilities especially for youth now the Youth Centre on Deanfield Avenue no longer exists. Committee to await an official request from the Army Cadet's representative at MOD.
- viii) Community Engagement  
This project group is to be combined with Liaison with Businesses.  
The Committee **NOTED** the notes from the Community Engagement meeting held on 17 September 2018 and received a verbal update on the meeting held on 8 October 2018 with the new heading of Community Engagement and Business Liaison Project Group. Notes from the meeting of 8 October 2018 to be noted at the next Neighbourhood Plan Committee meeting.
- ix) Green Living- Confirmation awaited regarding who will work on this.
- x) Industrial Land- *A Topic Paper was received*
- xi) Site Selection  
A New Project group was established to work on site selection. Members are Henley Town Council Councillors Ken Arlett and Julian Brookes, Councillors Tony Wright/Kester George representing Harpsden Parish Council, Rebecca Chandler-Wilde, Jim Munro, Jackie Walker and David Whitehead.

**34. VISION STATEMENT**

It was agreed to discuss the Vision Statement after Henley Town Council's Vision, Mission, Destination meeting being held at the Town Hall on Wednesday 17 October 2018.

**35. TRANSPORT REVIEW**

**It was RESOLVED to recommend**

To appoint Peter Brett Associates to specify and commission Automatic Traffic Counts. A term time date is to be agreed. Peter Brett is to be asked for more information on the differentials between the three quotes to ensure the cheapest quote will provide all the necessary data and is comparable with the other two options.

**36. CALL FOR SITES**

The text for the call for sites advert has been sent to SODC Neighbourhood Plan department for guidance and approval. This will be discussed on 17 October 2018 during the Planning Surgery session between HTC and SODC.

**37. NEIGHBOURHOOD PLAN RESPONSE TO P17/S0526/FUL**

The draft response which had been prepared on behalf of The Neighbourhood Plan Committee in response to the Planning Appeal for Deanfield Avenue HENLEY-ON-THAMES RG9 1UE was discussed. All representations to be submitted by 22 October 2018 to SODC. Any amendments to the proposed response to be in to Henley Town Council Officers by 7.00pm on 16 October 2018. The final response is to be submitted to The Planning Inspectorate.

**38. AFFORDABLE HOUSING**

A definition of affordable housing was discussed with reference to the discrepancies between a reduced market value priced house and what people can actually afford to pay for a property in the area. It was agreed that investigation into Community Land Trusts would be useful and that cheaper land purchase may facilitate affordable social housing.

**39. NEXT MEETING**

The next meeting of the Neighbourhood Plan Committee was agreed as 3 December 2018 at 3.00pm.

Meeting ended 16.20  
kw/ca

16 October 2018