

HENLEY ON THAMES TOWN COUNCIL

NOTES OF THE
NEIGHBOURHOOD PLAN
STEERING GROUP HELD ON
MONDAY 19 DECEMBER 2016
AT 6.45pm IN THE COUNCIL
CHAMBER, TOWN HALL,
HENLEY ON THAMES.

Present: The Chairman, Mr D Hinke
Councillor Jane Smewing - Henley Town Council (HTC)
Councillor K George - Harpsden Parish Council
Mrs J Bland
Mrs R Chandler-Wilde
Mr P Fleming
Mrs J Marks
Mr J Munro
Mr P Reader
The Mayor, Councillor Julian Brookes

In Attendance: Ms C Adams – Committee Administrator / Minute Taker

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

61. APOLOGIES

Apologies for absence were received from Councillor Sara Abey, Councillor M Plews, Mr D Whitehead and the Town Clerk, Mrs J Wheeler.

62. DECLARATIONS OF INTEREST

There were no declarations of interest.

63. PUBLIC PARTICIPATION

Mr K Arlett, Elizabeth Road – Mr Arlett queried whether the Terms of Reference permitted the Neighbourhood Plan Steering Group to co-opt members, why the developer for 116-118 Greys Road was apparently not paying Community Infrastructure Levy (CIL) and why the Mayor had not left the room during discussions on Parkside after declaring a pecuniary interest. Mr Arlett also queried the interest shown by the Chairman of Planning Committee in the Steering Group.

The Chairman replied that the Terms of Reference did not prohibit the co-opting of additional members. Regarding the Mayor, as the item under discussion was not to be voted on, the Mayor was allowed to remain in the room but not take part in the discussion. The Chairman stated that he would investigate the matter regarding CIL and reply to Mr Arlett. With regard to the Chairman of Planning

Committee's interest in the Neighbourhood Plan Steering Group, the Chairman replied that he had no comment – it was up to each Councillor how much they were involved.

The Mayor, Councillor Julian Brookes, joined the meeting at 6.54pm

64. NOTES

The Committee Administrator asked to amend the Notes of the Neighbourhood Plan Steering Group from 16 November to reflect that Gillotts School was actually a charity. Subject to this amendment, the Notes of the Neighbourhood Plan Steering Group held on 16 November 2016 were received and approved by the Chairman, Mr D Hinke, as a true record.

65. UPDATE ON PARKSIDE

The Chairman updated the Group on his meeting with Mr Simon Kitson, planning officer at SODC for the Parkside application. The recent direction from Gavin Barwell, Minister of State for Housing, regarding the necessity for only a 3 year land supply rather than a 5 year land supply for a Neighbourhood Plan to be considered valid, had cast a new light on the Parkside application. As SODC have over a 3 year land supply, the JHHNP was once again carrying its maximum weight and the 10 dwellings proposed at Parkside were exceeding the plan's requirements. Mr Hinke had stressed to Simon Kitson that the original allocation for Henley in the Core Strategy was 400 homes. This was raised to 450 homes in the JHHNP and was then increased to 500 by the examiner. There were other planning reasons against this application and the NPSG strongly advised rejection of this application.

Mrs Chandler-Wilde joined the meeting at 7.00pm

A member asked how the land supply was calculated. The Mayor offered to forward a presentation with information on this from Adrian Duffield, Head of Planning at SODC.

Action: *A Member to forward information on housing supply to the Committee Administrator for circulation.*

66. DISCUSSION ON STRATEGY PAPER

The **Strategy** is:

- To lobby and promote enforcement of the JHHNP
- Ensure that we engage the necessary support to achieve compliance with the JHHNP
- Undertake actions to level the playing field where necessary

The **Tactics** were discussed:

- a) *Lobby both DCLG and SODC at the highest levels – this is already happening, with meetings at all levels.*
- b) *Engage with the wider community to support these lobbying efforts – this has not yet been happening, but could involve liaison with the local press. A Member felt that it helped if there were a large number of residents at SODC Planning Committee so that it was clear on the strength of feeling on applications.*

- c) *Prepare for planning applications by working with developers to ensure that they comply with the JHHNP – this is already happening on several sites*
- d) *Prepare for planning applications which do not comply with either the letter or spirit of the JHHNP including:*
 - o *Setting up team consisting of member of NPSG, member of previous JHHNP working group, member of public with specific local knowledge of site – this is already happening*
 - o *Submit comments to SODC planning before the planning officer decides on the application – this has also started to happen*
 - o *Deploy services of Planning Consultant of which the following would be examples:*
 - *To articulate NPSG requirements to SODC planning department before officer decides on the application*
 - *To prepare the speeches for the SODC planning meeting*
 - *To present the case for objectors at the SODC planning meeting*
 - o *Encourage residents of JHHNP area to send their comments to SODC planning website*

Discussion took place around the employment of a planning consultant. A Member felt that it could be perceived as being adversarial by SODC. Others stated that a planning consultant would be able to advise on the areas to be investigated and the appropriate terminology. A consultant would work in the background and would not be involved in discussions with SODC.

Post Meeting Note: The Town Clerk has suggested that a cap is place on costs for each individual application where a planning consultant is employed.

It was **RECOMMENDED**

that the NPSG Strategy and Tactics as detailed above be adopted by the Neighbourhood Plan Steering Group.

67. DISCUSSION ON YOUTH CENTRE

Councillor M Plews is leading the group looking at this site. The Chairman stated that he would ask Councillor Plews to gather his group as soon as possible after Christmas to discuss a strategy.

Action: *The Chairman to liaise with Councillor Plews regarding a meeting for the Youth Centre site.*

Action: *The Mayor to forward information on demographics to the Committee Administrator for circulation.*

68. UPDATE ON MEETING WITH REPRESENTATIVES FROM GILLOTT'S SCHOOL

The Mayor stated that a meeting had been held with representatives from Gillotts School and that consultants had been appointed by the School. The School were keen to press ahead with the project. Current discussions are proceeding with the Council regarding access to this site.

69. DISCUSSION ON PLANNING CONSULTANT

Suggestions for planning consultants to be forwarded to the Committee Administrator. Committee Administrator to contact SODC to see if they have a list of consultants.

Action: *Committee Administrator to contact SODC for names of potential consultants.*

70. DATE OF NEXT MEETING

The next meeting will be held on **30th January 2017** at 7.00 pm. Please note, this is a change from the date agreed at the meeting.

The meeting closed at 7.48pm.

ca

Chairman