

HENLEY-ON-THAMES TOWN COUNCIL

MINUTES OF THE NEIGHBOURHOOD PLANNING GOVERNANCE
COMMITTEE HELD ON WEDNESDAY 10 DECEMBER 2014 AT 9am
IN THE COUNCIL CHAMBER, TOWN HALL, HENLEY-ON-THAMES.

- Present:** Councillor M Akehurst (Mayor ex officio)
Councillor D Hinke (Chair)
Councillor W Hamilton
Councillor D Nimmo Smith
Councillor Mrs J Wood.
Councillor K George (Harpsden)
Councillor M Plews (Harpsden)
- Officer:** Mr M Kennedy (Town Clerk)
Ms P Price-Davies (Committee Administrator)
- Also Present:** 12 Members of the public
1 Member of the press

45. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

46. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

47. **PUBLIC PARTICIPATION SESSION**

None.

48. **MINUTES**

The minutes of the Neighbourhood Planning Governance Committee Meeting held on the **12 November 2014** were received, approved and signed by the Chairman as a true record.

49. **TERMS OF REFERENCE**

Members discussed the variation in the Committee's terms of reference regarding membership following the recent political changes on Henley Town Council. It was **RESOLVED TO RECOMMEND**

that the current terms of reference be amended to reflect that the Committee shall comprise 4 Town Councillors plus 2 Parish Councillors from Harpsden Parish Council.

50. **PROGRESS REPORT**

(i) Summary report on the Public Focus Group held on 29th November 2014

Members had before them a summary of the questionnaire responses completed by the attendees of the Focus Group held on 29 November 2014 which was undertaken by Nexus Planning. The Chair reported to the Committee on the attendance, content and results of the Focus Group. He confirmed that 23 members of the public had attended this session and that it was deemed to have been a successful and reaffirming testing of the public's support for the development of various sites and the geographical spread within the Plan as well as the overall policies

contained within it. The Chair confirmed that all pertaining to this Focus Group would be reproduced on the website by next week for public interest

(ii) Verbal report on the Housing Working Group meeting held on 4 December 2014.

The Chair confirmed that all the results from the Focus Group had fed into the discussions and decision making process at the Housing Working Group which was held on 4 December 2014. Nexus Planning were currently collating all the information and that a final meeting of the Overview Working Group was being scheduled so that all the final information could be ratified and form the Draft Neighbourhood Plan. Some Members raised concerns over the retail development and traffic issues, feeling that these areas had still not been fully addressed and sought reassurance that they would be within the new draft Plan. The Chair confirmed that South Oxfordshire District Council were due to publish their most recent findings on retail needs within the area imminently and that previous findings were now outdated. It was confirmed that Oxfordshire County Council simply did not have the resources to undertake in depth traffic surveys for all the Neighbourhood Plans that were evolving throughout the County and instead it was expected that the Developers for each of the proposed sites would be responsible for undertaking traffic consultations. It was agreed that more thorough investigation would ease concerns for the public and the Committee.

A member aired his concern that effective traffic consultations could only be undertaken if there was connectivity between the developments within the area and further into South Oxfordshire rather than dealing with each site individually.

51. BUDGET REPORT

(i) Members had before them a copy of the Income and Expenditure Budget to **5 December 2014** which was attached to the agenda. The report gave details of the total income to date, including a grant from SODC of **£15,000** and a grant payment from Locality UK of **£7,000** (100% payment of total award received). A full breakdown of the expenditure was attached to the agenda. It was **RESOLVED**

that the financial report to 5 December 2014 be received and noted.

(ii) Members discussed Nexus Planning's proposed uplift in their fee structure from summer 2014, and were in agreement that it was essential that Nexus Planning continued with the programme and that the reason that the Plan had been delayed was through no fault of their own but because additional sites had come forward so late into the schedule but it was essential that these sites were included and supported. The Town Clerk confirmed that there were sufficient funds within the Professional Fees Budget for these additional costs to Henley Town Council to be allocated for this increase in the fee structure to ensure that the Plan was completed. It was **RESOLVED TO RECOMMEND**

that the uplift in Nexus Planning's fee structure resulting in approximately £7,000 of additional costs be agreed from the Professional Fees budget be agreed.

52. **DATE OF NEXT MEETING**

The following date was proposed for the next meeting:

Wednesday 14 January 2015 at 9 am.

The meeting closed at 9.45am.

ppd

Chairman