

HENLEY-ON-THAMES TOWN COUNCIL

MINUTES OF THE **NEIGHBOURHOOD PLANNING GOVERNANCE COMMITTEE** HELD ON FRIDAY 14 FEBRUARY 2014 AT 9.00am IN THE COMMITTEE ROOM, TOWN HALL, HENLEY-ON-THAMES.

Present: Councillor S Gawrysiak (Mayor ex officio)
Councillor D Hinke (Chair)
Councillor W Hamilton
Councillor D Nimmo-Smith
Councillor K George (Harpsden)

Officers: Mr M Kennedy (Town Clerk).
Ms P Price-Davies (Committee Administrator)

Also Present: 10 Members of the public

76. **APOLOGIES FOR ABSENCE**
Apologies for absence were received from Councillors M Akehurst and M Plews.

77. **DECLARATIONS OF INTEREST**
None.

78. **PUBLIC PARTICIPATION SESSION**

Councillor K George entered the meeting at 9.15am

Mr T Howell, Blandy Road,

Mr Howell referred to the recent analysis document he had compiled that had been circulated to the NPGC regarding his view that Gillotts School should be investigating other options to fund the cost of repairs to building improvements as opposed to selling off part of their land for development. He re-iterated his concerns over the accuracy of information being presented by the School and he urged the Neighbourhood Plan to consider other ways of supporting the School through the Community Infrastructure Fund (CIL). A Member informed him of the upcoming Developers Presentation Session where five sites being considered for development had been asked to make further presentations to address pertinent key issues. He was also assured that all sites were been uniformly considered in-line with the Core Strategy. A Member stated that there were currently delays with SODC's CIF fund but that the NPGC were aware of their potential allocation and once the engagement process was open then all aspects of Infrastructure funding would be investigated.

Mr K Arlett, Elizabeth Road,

As a member of both the Housing and Transport Working Groups, Mr Arlett expressed his concern about the behaviour and attitude of other members within the groups and the newly appointed Sub Groups that had been tasked with carrying out site reports. He had also learnt that a certain individual had been contacting the Developers directly and he regarded this as inappropriate behaviour and sought clarification on this issue, he was informed that Nexus were aware of this situation and were intending to address it at the next session.

Mr A Pontin, Mill Lane,

Mr Pontin sought further clarification on the Community Infrastructure Levy (CIL) and urged the Neighbourhood Plan to engage more actively with SODC as they

were the appointed body levying the fund. He felt that a list of potential funding initiatives and amenities should be drawn up and that HTC should enter into a discussion with SODC over the 25% allocation that they were entitled to. He was informed that the Infrastructure Working Group was currently addressing these requirements and Nexus were drawing up a list for consideration and inclusion.

Several Members informed the Committee that they were confident that Nexus were safeguarding the process and fairness of the Neighbourhood Plan at each stage. There were concerns that key people had not fully adhered to the code of conduct but both the NPGC and Nexus were totally aware of these issues but were confident that the process was being addressed and managed fairly.

79. MINUTES

The Minutes of the Meeting of the Neighbourhood Planning Governance Committee held on **10 January 2014** were approved and signed by the Chairman as a true record.

80. PROGRESS ON THE CURRENT WORKPLAN

Members had before them a copy of the Joint Henley and Harpsden Neighbourhood Plan (JHHNP) Workplan progress report.

The Chairman informed the meeting the Workplan was progressing well and keeping within the time frame that had been drawn up. He confirmed that the latest session of Workshops have been extremely productive following the result of the public consultation feedback in January. Referring to recent comments from Mrs J Love (Chair of Henley College), he informed the Committee that Nexus were currently addressing engaging with Henley Employers, Young Families and Businesses to ensure that all sectors of the community had opportunity to engage with the Neighbourhood Plan.

The Chairman confirmed the structure and running order of the Developers Presentations that were being held on 26 February and the next Housing Working Group Session to be held on 27 February 2014.

A Member stressed the importance of approaching all local Sports and Recreation Groups to engage with the Neighbourhood Plan so that they were aware of the CIL and how beneficial it would be for them to be involved in the application process. It was agreed that a letter of invitation from the Chair would be sent out to all the relevant groups giving them the opportunity to present their visions to the Working Groups. This would feed into the overall process, enabling all the Working Groups to present clear, connected recommendations with guidance from Nexus.

Members had before them a copy of the request from Nexus Planning for additional fees for the proposed extra Working Group sessions to be held in February and March 2014. It was **RESOLVED**

that the request for the fee for the additional three Working Group sessions to be held in February and March 2014 being facilitated by Nexus Planning be approved.

Clerk's Note: The representative from Harpsden PC did not vote on this item.

81. MEETING WITH SHIPLAKE PARISH COUNCIL

The Chair informed Members that Nexus Planning had proposed that the NPGC meet up with Shiplake Parish Council to discuss the potential development of the Wyevale Site on the Reading Road. It was understood that Shiplake Parish

Council feel that this site contradicts the Core Strategy and regards it as contentious but it clearly falls within the Neighbourhood Plan boundary so it is within the Neighbourhood Plan's remit to explore this site further. It was **RESOLVED**

that Shiplake Parish Council would be invited to meet with the members of the Neighbourhood Planning Governance Committee and Matthew Kinghan of Nexus Planning to discuss the potential development of the Wyevale site on the Reading Road.

82. WORKING GROUPS SESSIONS

The Chair gave a verbal update on the Working group sessions held on the 3,5 & 6 February which had all been well attended except for the Retail, Town Centre and Economy group but the members that had attended this session had been thorough and productive. The general consensus was that a core membership had been formed that was committed to the development and vision of the Neighbourhood Plan and producing quality detailed work. Members were in agreement that Nexus Planning were managing the Working Groups well, allowing the community to have adequate input into the process. The Chair thanked Nexus Planning for the quality of work that has been achieved through this engagement process with the Working groups.

83. PUBLIC CONSULTATION

The Chair gave a verbal update on the results of the Public Consultation that had taken place between December 2013 and January 2014. Members were positive about the fact that 495 questionnaires had been received during this consultation period. The Committee were in agreement the next stage of public consultation should aim to engage with the wider community and increase public awareness of the Neighbourhood Plan and that in future all accompanying reference documents should be summarised to ensure maximum engagement.

84. BUDGET REPORT

The Committee considered the Income and Expenditure report to **12 February 2014**. The report gave details of the total income to date of **£74,000**, including a grant from SODC of **£15,000** and a grant payment from Locality UK of **£6,300** (90% payment of total award). A full breakdown of the expenditure was attached to the agenda. The Chairman advised the Committee that the JHHNP was presently on budget and the cost of the additional sessions would be able to be met. It was **RESOLVED**

that the financial report to 12 February 2014 be received and noted.

85. DATE OF NEXT MEETING

It was agreed the date of the next JHHNP Committee be held on Friday 14 March 2014 at 9am.

The meeting closed at 10.10 am

ppd

Chairman