

Present: The Chairman, Councillor Ken Arlett
The Vice Chairman, Councillor Jane Smewing
Councillor Julian Brookes
Councillor Donna Crook
Councillor Stefan Gawrysiak
Councillor David Nimmo-Smith substituting for Councillor Sam Evans
Councillor Laurence Plant
The Mayor, Councillor Glen Lambert (ex-officio)

In Attendance: Cath Adams – Planning and Project Manager
Kirsty Waterman – Planning Administrator

Also Present: 11 Members of the Public including the Town Clerk
1 Member of the Press

112. APOLOGIES

Apologies were received from Councillors Hillier and Evans.

There is a vacancy in the Committee which Chairman Councillor Arlett proposed Councillor Brookes to stand for.

Following a vote it was **RESOLVED**

That Councillor Brookes be elected to fill the vacancy for the remainder of the municipal year. Councillor Brookes thanked the Chair and accepted the position.

113. DECLARATIONS OF INTEREST

Councillor Nimmo-Smith declared an interest in application P18/S2362/FUL as he sits on SODC Planning Committee. It was agreed that Councillor Nimmo-Smith could stand and listen to the debate but not participate or vote.

Councillor Nimmo-Smith declared a conflict of interest in agenda item 15 as he is on the SODC Licencing Committee.

114. PUBLIC PARTICIPATION

i) Mrs Jill Abbink spoke of application P18/S2362/FUL as a local resident. Mrs Abbink spoke of two presentations she has attended from the developers where they have not shown the sides of the proposed building which are unsightly and overbearing to the existing properties at the back of the building and the street scene onto Station Road. Mrs Abbink pointed out the balconies at the back of the proposed development would cause overlooking and be overbearing with the mass of the building. The Grade II listed building on Station Road – Station Hotel is the dominant and valued

building in the street scene and the size of the new development will undermine this changing the focus. Mrs Abbink has applied to SODC for an extension to submit comments as she feels there are many more residents and comments to be added but they need time to prepare their responses.

ii) Mr Geoff Walsh spoke of application P18/S2362/FUL as a local resident. He opposes the development as it is opposite a Grade II listed Building of great significance to the street scene and character of the area and approach to town from the train station. Mr Walsh lives in a conservation area near the site and feels nothing has been done to address retaining the character of the conservation area in the design of the proposed development and would like to see the façade of the development be realigned to the vernacular rather than the flat façade that has been proposed.

115. MINUTES

The Minutes of the Planning Committee held on 18 September 2018 were received, approved and signed by the Chairman, Councillor Arlett as a true record.

116. PLANS (Amended)

P18/S2439/HH

3 Bell Street Mews Henley on Thames RG9 2BF

(Householder)

For: Mr H Baylis

Rear single storey extension and porch to front door (as amended by plans received 17/09/2018)

Plans: [3 Bell Street Mews](#)

HTC Observations:

07.08.18 - Recommend refusal due to over-looking and loss of light, together with concern about the impact of the proposals on the listed wall.

10.10.18 – Recommend refusal and reiterate the comments of the conservation officer concerning over-looking.

117. PLANS (New)

P18/S2362/FUL

Hallmark House Station Road Henley on Thames RG9 1AY

(Full Application)

For: Rissance Limited

Extension to existing building (benefiting from PDR B1 to C3 under P18/S0840/PDO) to provide 6 additional residential apartments, including new fenestration and other external finishes described on the plans.

Plans: [Hallmark House](#)

HTC Observations:

10.10.18 – Recommend refusal on grounds of overintrusive, unneighbourly design being too high and over imposing, too close to neighbours at the rear and the mass being too great for the area.

P18/S2375/FUL

30 Market Place Henley on Thames RG9 2AH (Full Application)

For: Dr Rozsa Anna Rethati

Change of use from A1 retail to D1 dental clinic.

Plans: [30 Market Place](#)

HTC Observations:

10.10.18 – Recommend approval

<u>P18/S2376/A</u>	<p>30 Market Place Henley-On-Thames RG9 2AH (Advertisement Consent) <i>For:</i> Dr Rozsa Anna Rethati Erection of 3 signs. Plans: 30 Market Place</p> <p>HTC Observations: 10.10.18 – Recommend refusal on grounds of the size being too big and intrusive for the footpath space outside the premises. There is a blind crossing on the floor which would be obstructed with an advertising board on top of it.</p>
<u>P18/S3138/LB</u>	<p>30 Market Place Henley on Thames RG9 2AH (Listed Building Consent) <i>For:</i> Dr Rozsa Anna Rethati Erection of three non-illuminated signs and internal alterations associated with change of use from A1 to D1. Plans: 30 Market Place</p> <p>HTC Observations: 10.10.18 – Recommend refusal as not enough information to accept.</p>
<u>P18/S2648/FUL</u>	<p>26 Market Place Henley on Thames RG9 2AH (Full Application) <i>For:</i> Catalyst Capital LLP Change of use with listed building consent of existing offices at first and second floor above ground floor retail unit to provide two flats. Plans: 26 Market Place</p> <p>HTC Observations: 10.10.18 – Recommend approval</p>
<u>P18/S2649/LB</u>	<p>26 Market Place Henley on Thames RG9 2AH (Listed Building Consent) <i>For:</i> c/o Agent Robert Kennedy Change of use with listed building consent of existing offices at first and second floor above ground floor retail unit to provide two flats. Plans: 26 Market Place</p> <p>HTC Observations: 10.10.18 - Recommend approval</p>
<u>P18/S2989/HH</u>	<p>85 Reading Road Henley on Thames RG9 1AX (Householder) <i>For:</i> Mr Paul Carey Single storey extension to front entrance, side extension to first floor and roof space including gable end, dormer to rear and amended roof to existing rear extension from pitched to flat roof to allow for proposed dormer and terrace to roof space. Internal changes to suit proposed layout. Plans: 85 Reading Road</p> <p>HTC Observations: 10.10.18 – Recommend refusal as the design overwhelms the prominence of the original property as the proposed extension is too large. The large dormer at the back is too large and will create a loss of privacy for neighbours</p>

<u>P18/S3068/LB</u>	<p>Longlands House 39 Hart Street Henley on Thames Oxon RG9 2AR (Listed Building Consent) <i>For:</i> Mr Clive Hemsley Attach "Living garden wall" to entrance of building East facing. Plans: Longlands House 39 Hart Street</p> <p>HTC Observations: 10.10.18 - Recommend approval. A previously written statement by the applicant declaring that Henley Town Council support the wall is incorrect and no statement of support has previously been offered by HTC.</p>
<u>P18/S3114/HH</u>	<p>Ridge House 24 Lambridge Wood Road Henley on Thames RG9 3BS (Householder) <i>For:</i> Mr & Mrs Dodridge A replacement garden room. New oak framed orangery to the rear of the property. Landscaping to rear of property. Plans: Ridge House 24 Lambridge Wood</p> <p>HTC Observations: 10.10.18 – Recommend approval</p>
<u>P18/S3118/HH</u>	<p>Ridge House 24 Lambridge Wood Road Henley on Thames RG9 3BS (Householder) <i>For:</i> Mr & Mrs Dodridge Proposed access track Plans: Ridge House 24 Lambridge Wood</p> <p>HTC Observations: 10.10.18 – Recommend approval</p>
<u>P18/S3125/HH</u>	<p>13 Hop Gardens Henley on Thames RG9 2EH (Householder) <i>For:</i> Mr Anthony Fettiplace Detached Carport Plans: 13 Hop Gardens</p> <p>HTC Observations: 10.10.18 – Recommend approval</p>
<u>P18/S3128/HH</u>	<p>11 St Annes Close Henley on Thames RG9 1XA (Householder) <i>For:</i> Lynda Parker Detached Garage Plans: 11 St Annes Close</p> <p>HTC Observations: 10.10.18 – Recommend approval</p>
<u>P18/S3225/HH</u>	<p>White House Peppard Lane Henley on Thames RG9 1NG (Householder) <i>For:</i> Mr & Mrs Reed Erection of new entrance gates to existing opening and new timber close boarded fence. Plans: White House Peppard Lane</p> <p>HTC Observations: 10.10.18 – Recommend refusal due to a metal gate not being in keeping with the local rural street scene. A wooden gate would be preferred to retain the character of the street. The proposed uprights would also impact on the rural character of the lane.</p>

118. OBJECTIONS / CALL IN APPLICATIONS

The Committee agreed to call in applications as follows:
P18/S2362/FUL, Hallmark House, Station Road RG9 1AY
P18/S2989/HH, 85 Reading Road, RG9 1AX

Councillor Laurence Plant will attend SODC Planning Committee on 17 October 2018 and speak to application: P18/S1510/FUL

Councillor Ken Arlett will attend SODC Planning Committee on 16 October 2018 and speak to applications P18/S2165/FUL and P18/S2163/A

119. DECISION NOTICES

The Committee noted the report on the decision notices received from SODC.

120. NOTIFICATION OF PLANNING APPEAL – P17/S0526/FUL

The Chairman informed the Committee that a response is being prepared and any more items for inclusion in Henley Town Council's response to be sent to Councillors Smewing and Arlett. Responses are to be received by SODC no later than 22 October 2018.

121. COMMUNITY INFRASTRUCTURE LEVY CONTRIBUTION FROM HARPSDEN PARISH COUNCIL

It is estimated that the review of the Joint Henley and Harpsden Neighbourhood Plan (JHHNP) will cost in the region of £67,000. Harpsden Parish Council had previously expressed willingness to contribute to the review in light of their inability to contribute to the current JHHNP. Following grant applications to Locality and SODC additional contributions of up to £50,000 may be needed. A member stated that Harpsden had also benefited from the 25% CIL allocation from developments due to being part of the JHHNP rather than the standard 15% where there is no Neighbourhood Plan. It was hoped that any contribution towards the NP Review would not affect possible funds to assist with Air Quality measures.

It was RESOLVED TO RECOMMEND

to request Harpsden Parish Council for a contribution of up to £50k towards the cost of producing The Joint Henley and Harpsden Neighbourhood Plan review.

122. EAST EYOT

It was agreed to support the restoration of East Eyot Island in so far as to preserve its current state and ensure the perimeter of the land is protected. Henley Town Council does not support any other work. A letter will be drafted and sent to the island's owners.

123. MINUTES FOR APPROVAL

The Minutes of the following meetings were approved:

- i) The SODC Workshop Meeting held on 30 August 2018
- ii) The Neighbourhood Plan Committee minutes from the meeting held on 10 September 2018

124. MINUTES TO NOTE

The minutes of the meeting with OCC Highways on 17 September 2018 were noted.

The Chairman took the opportunity to point out the correct route to report specific road issues is on www.fixmystreet.com website which is run by OCC and not by email to Henley Town Council Councillors or Officers.

Councillor Gawrysiak pointed out he has repeatedly requested a survey of the Henley Bridge and will bring it up again at the Locality meeting in mid October 2018.

125. TRAFFIC MATTERS

The Chairman introduced the first of the Traffic Matters agenda items on the Planning Committee Agenda.

Greys Road delays- A recent reported delay and tailbacks along Greys Road was dealt with swiftly prior to the meeting. It transpired that as the SCOOT system relies on a strong BT line which had been damaged, certain traffic lights had gone into false capacity modes creating errors. SODC's Traffic Schemes department have changed the demand on certain traffic lights and altered the flow of traffic. They are monitoring the situation.

Further ongoing traffic issues were dealt with under the Progress Report.

126. NEW PREMISES LICENCE APPLICATION - FAIRMILE VINEYARD

The Committee agreed to support the Premises Licence Application for the Fairmile Vineyard. Response to be sent by 15 October 2018.

127. DISTRICT COUNCILLORS ON SODC PLANNING COMMITTEE

It was agreed to consider requesting that SODC change their Constitution to allow District Councillors be able to sit on and vote on Local Council committees as well as District Committees.

128. PROGRESS REPORT

The progress was considered;

Minute 73: was noted and can be removed.

Minute 3: The gate and land is believed to be private and the owner has not been traced. Councillor Crook pointed out that Mr I Clark has a map of the area which shows the gate is a public footpath and should not be locked to the public. The Chairman invited Mr Clark to show him the map as he has not seen this and is not aware it was a public right of way.

Minute 65 and 92: An email has been received by OCC with updates on various traffic schemes:

- Disabled bay, Park Road, Henley – This was approved on 13th September.
- 20 mph speed limit –approved on 13th September. Next stage is to establish what signs are going in/coming out, and where. This will enable a works and cost schedule to be prepared.
- Gravel Hill Refuge (or Zebra) –speed survey not to be carried out until after the new 20mph speed limit is in place. To programme the manual count in for suitable date.

- Gravel Hill Pinch Point –look to progress this scheme once the 20 mph speed limit has been delivered.
- Greys Road Zebra - as this location is outside the new 20 limit, can programme the survey now.
- Swiss Farm Signal Crossing - exact location to be established. Manual count date to be arranged.

Councillors pointed out it is imperative that OCC are instructed not to start any surveys or further works without consulting with Henley Town Council first. **An email reminder to this point be sent to Lee Turner.**

Minute 90: - To come off progress report as it has been dealt with.

Minute 177 and 156: - A letter has been sent to OCC and a further response is being chased up by Chairman Councillor Arlett.

Minute 102: - A Letter to be sent and item removed from progress report.

Minute 108: - To remain until May 2019.

129. MEMBERSHIP OF NEIGHBOURHOOD PLAN COMMITTEE

The Chairman invited Councillor Plant to join the Neighbourhood Plan Committee to replace Councillor Abey.

Following a vote it was **RESOLVED**

That Councillor Plant is to fill the vacancy.

The Chairman stated that there was now a sufficient number of Councillors on the Neighbourhood Plan Committee therefore there was no need to replace Councillor Hillier.

Meeting ended 8.52pm

KW/CA

10 October 2018