

ATTENDEES

The Chairman, Councillor Ken Arlett – Henley Town Council (HTC)
Councillor Julian Brookes - HTC
Councillor Donna Crook - HTC
Councillor Laurence Plant – HTC
Councillor Kester George – Harpsden Parish Council
Councillor Tony Wright – Harpsden Parish Council
Mr Don Barraclough
Mrs Rebecca Chandler-Wilde
Mrs Joan Clark
Mr 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

3 members of the public

40. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Jane Smewing – HTC, the Mayor, Geoff Luckett and Rebecca Chandler-Wilde.

41. DECLARATIONS OF INTEREST

There were no declarations of interest.

42. PUBLIC PARTICIPATION

The Parish Clerk of Rotherfield Greys, Jane Pryce, was invited to the table. She raised the issue of additional traffic generated by the Highlands Park development and the desire of the parish council to access some of the CIL funds from the development to pay for pavements in Rotherfield Greys to allow pedestrians to move around more safely. The Chairman stated that this item would be added to the next agenda of the Neighbourhood Plan Committee for consideration.

Catherine Notaras was invited to the table. She had circulated a map showing possible new footpaths around the Highlands Park development and spoke to her paper on Footpaths and Green Infrastructure initiatives, Agenda Item 8. It was agreed that the items on the paper should be considered by the Green Living Plan project group.

43. MINUTES

The Minutes of the Neighbourhood Plan Committee held on 15 October 2018 were received, approved and signed by the Chairman, Councillor Arlett, as a true record.

Cath Adams ran through the numerous meetings that had taken place since the last Neighbourhood Plan Committee meeting on 15 October. Meetings and workshops had taken place most weeks and more are planned before Christmas. SODC funding has been applied for and it is hoped to submit the form to obtain a screening opinion from SODC on the necessity for a Strategic Environmental Assessment in the near future.

44. SODC NEIGHBOURHOOD PLANNING SURGERY

Members had before them the notes from the Neighbourhood Planning surgery with SODC on 17 October. Members gave a verbal update on the Renewable Energy workshop at SODC on 21 November. This had included useful presentations from the Centre for Sustainable Energy, based in Bristol, who will advise on policies for Neighbourhood Plans and from the Low Carbon Hub in Oxford, who can advise on renewable energy projects.

The Chairman updated the Committee on the request for an Article 4 Direction on the Newtown Road estate. A senior planning officer from SODC had contacted the Chairman about this and provided officer contact details, though stated that SODC officers were under a lot of pressure currently and would not be able to attend to the Article 4 Direction in the near future. A meeting with the relevant officers will be arranged to progress this.

45. UPDATES FROM WORKING GROUPS

Feedback on the topic papers sent to SODC is awaited and no further work had been carried out. The new version of the Emerging Local Plan is due to be issued shortly and it will be necessary to see how policies can fit with this.

- i) Schools, Colleges, Doctors' Surgeries, Utilities
- ii) Transport – *meeting held on 23 November. New Local Plan awaited before further work is carried out.*
- iii) Car Parks - *the Transport Strategy Group had recommended an approach to SODC to consider decking the car parks in Henley. This will go to Planning Committee on 11 December for further approval.*
- iv) New Housing, Permitted Development Rights since March 2017- *a query was raised as to whether SODC kept records of completed properties. It was thought that this information had already been provided. A Member drew attention to p.67 of the National Planning Policy Framework, which states that the Secretary of State will produce housing delivery results for every local authority in November every year. It was not known whether this had been produced this year.*
- v) Business and Community Engagement - *The Committee had notes from the meetings on 8 October and 12 November before them. The Destination Henley event on 17 October had provided details of 16 people who were interested in being further involved with the Neighbourhood Plan Review. Jim*

Munro and Rebecca Chandler-Wilde have been phoning the contacts and next steps will be considered at the Business and Community Engagement project group on 10 December. Quotations for a new Neighbourhood Plan website are awaited and will be considered next week.

- vi) *Liaison with other Parishes carrying out NP Reviews – a meeting with Thame will be arranged when schedules allow*
- vii) *Review all existing sites - The Councillors from Harpsden expressed their concern about the attitude of Henley Town Council's Planning Committee to the planning application for the Wyevale site. It was felt that supporting the application did not help the air pollution and congestion concerns in Henley. Further discussion revolved around the viability reports for the site and the amount of industrial space in the planning application.*

Councillor Plant joined the meeting at 2.45pm

- viii) *Green Living Plan - It is thought that Sally Rankin of Henley Wildlife Group and Dave McEwen from Henley in Transition will work on this. Catherine Notaras may also be involved. Cath Adams to meet Sally Rankin and Dave McEwen on Tuesday 4 December 2018 to discuss the Green Living Plan.*
- ix) *Industrial Land*
- x) *Site Selection - it was agreed to send a call for sites out in the next week or so for expressions of interest, but with advice that the criteria for site selection will follow in the New Year. The project group to work on the site selection criteria was agreed at the meeting on 15 October as Councillors Ken Arlett, Julian Brookes, Tony Wright and/or Kester George and Rebecca Chandler-Wilde, Jim Munro, Jackie Walker and David Whitehead. Site selection criteria will follow on from work on policies.*

46. VISION STATEMENT AND OBJECTIVES

The Committee had the amended vision statements and objectives before them. More work on these is planned at a meeting on 17 December and they will be updated as work on the Neighbourhood Plan Review progresses, but any suggested alterations on this version should be sent to Cath Adams.

47. FOOTPATHS AND GREEN INFRASTRUCTURE INITIATIVES

Considered under Public Participation, Minute 42 above.

48. ALLOCATION OF HOUSING AT THAMES FARM

The Committee discussed the minutes from a meeting of Harpsden and Kidmore End Parish Councils with John Howell MP. John Howell had stated that houses would be allocated to the parish in which they were built, even if a neighbouring parish has more facilities. A letter to be drafted by Councillor Kester George is to go to SODC with the statement that Henley and Harpsden expect the Thames Farm houses to be allocated to Harpsden, not Shiplake.

Concern had also been raised at the meeting that responsibility for Highways related matters for applications was left with OCC. John Howell had offered to facilitate a meeting with OCC Highways, the police and the parish councils.

49. NEXT MEETING

The next meeting of the Neighbourhood Plan Committee will be held on 21 January 2019 at 2.30pm.

Meeting ended 15:23

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4 December 2018