

Present: Councillor D Hinke, Chairman
Councillor M Akehurst, Vice Chairman
Councillor D Clenshaw
Councillor Miss L Hillier
Councillor Mrs E Hodgkin
Councillor D Silvester

In Attendance: Mr M Kennedy – Town Clerk
Ms J Brazil– Committee Administrator / Minute Taker

Also Present: 1 Member of the Press
12 Member of the Public

118. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs J Wood, Miss S Evans and Ms L Meachin.

119. DECLARATIONS OF INTEREST

None received.

120. PUBLIC PARTICIPATION

Mr K Arlett – 11 Elizabeth Road – P14/S3766/FUL – 345 Reading Road:

Mr Arlett spoke against the application and raised the following issues:

1. *The provision for 55 units is too large for the size of the building plot.*
2. *This scheme does not comply with the SODC local plan which states a necessity for 2 and 3 bedroom houses.*
3. *The design of 3 storey buildings are out of character with the surrounding properties.*
4. *High density flats are out of keeping with neighbouring properties.*
5. *The design is inappropriate development for the area.*
6. *40% affordable housing/low cost housing needs to be ensured in this plan.*
7. *This is overdevelopment of the site.*
8. *The units are oversized in their design type.*
9. *There is insufficient parking for the large number of intended residents.*

The Chairman responded to Mr Arlett confirming this proposal site is within the Neighbourhood Plan and was included in the 450 property allocation.

The additional underground parking in this plan was included in the acreage of the site, making it compliant with the suggested density

Mr D de Souza – 25 Queen Street – P14/S3245/HH – 23 Queen Street

Mr de Souza spoke against the amended application and made the following observations:

- *The application is still overlooking his property.*
- *His previous and new objections are on the SODC website.*
- *The proposal would allow for the flat roof to be used as a roof terrace.*
- *The glass balustrade which had been previously erected is still in place.*
- *There was no proposal to change the hedge and this would allow access onto the roof.*
- *There were external electricity points on the outside of the building which imply this area could be used as a balcony.*
- *The flat roof has been covered in artificial turf, which is again implying possible use as a roof terrace.*
- *Mr de Souza requested the flat roof not be used for a terrace now or in the future.*

Louise Morton – Quadrant Town Planning Representative on behalf of the Application of 23 Queen Street - P14/S3245/HH - 23 Queen Street

Ms Morton spoke to the amended application and made the following comments:

- *This application is not totally retrospective and should not be viewed as such.*
- *The Garden Room was originally built in 2003.*
- *The request is to change a pitched roof to a flat roof with the addition of glazed doors.*
- *This is a single storey extension.*
- *The applicant has taken into account the comments from the residents of 25 Queen Street and the Juliette Balcony has been reinstated.*
- *The balcony will prevent access to the flat roof and is in line with neighbouring properties.*
- *The retention of balustrading is for safety purposes only.*
- *This application is to replace a demolished garage and has previously gained planning consent.*

Mr K Arlett – 11 Elizabeth Road – P14/S5831/FUL – Greys Road Car Park:

Mr Arlett spoke to the application and requested the Committee support Mr Seylani-Zadeh in his application to reinstate the Kebab Van in the Greys Road Car Park.

7.40pm Councillor Miss L Hillier entered the meeting.

121. MINUTES

The Minutes of the Meeting of the Planning Committee held on 6 December 2014 were received, approved and signed by the Chairman, Councillor D Hinke as a true record.

Councillor Mrs E Hodgkin abstained from voting on all applications in North Ward.

122. VARIATION TO ORDER OF BUSINESS

In accordance with Standing Orders 5(a) (vi), it was **RESOLVED**

that in view of the public present the order of business on the agenda is altered to allow planning applications P14/S3766/FUL – 345 Reading Road, P14/S3245/HH - 23 Queen Street and P14/S3845/FUL – Land rear of Landfall, St Andrews Road, to be moved to the top of Agenda Item 5. Amended Plans

- P14/S3766/FUL** **345 Reading Road** (Major – South Ward – JW, WH)
Erection of 55 residential units (Class C3) with associated under-croft car parking, landscaping and highways works.
For: Inland Homes PLC
- OBSERVATION:** **Recommend Refusal. This design is out of character with the area and detracts from the street scene. It is over intensive in size and bulk for the plot and inappropriate in location of an approach road into Henley.**
The Chairman added that Henley has a Neighbourhood Plan which has yet to be adopted.
Therefore this application is premature and the applicant should be asked to wait until after the town referendum.
- P14/S3245/HH** **23 Queen Street** (Other – South Ward – JW, WH)
Demolition of existing double garage. Erection of a single storey rear extension with two glazed roof lights (retrospective), proposed use of the roof extension as a terrace and erection of wooden gates (retrospective). (As amended by drawings nos:829-01C & 02C accompanying letter from Agent dated 4 December 2014).
For: Mr & Mrs R Bradbury
- HTC Observation 11.11.14 – Recommend Refusal. The Committee noted this proposal results in lack of privacy, and overlooking of neighbours property. The basement extension has been built without planning consent in a Conservation Area. This Committee, in this instance, supports the view of the Henley Society: ‘The Society objects to the retrospective application for the extension: it is unacceptable that this construction was carried out without planning permission, especially as the building is designated as ‘of local note’ and is in a Conservation Area. In addition, we would object strongly to the proposed use of the flat roof as a terrace as this would have a serious adverse impact on neighbouring properties due to overlooking.’
The Committee recommend the Conservation Officer visit the site urgently to reconcile the immediate issues with both parties.

OBSERVATION: The Committee reiterate their previous observations: **Recommend Refusal.** The Committee noted this proposal results in lack of privacy, and overlooking of neighbours property. The basement extension has been built without planning consent in a Conservation Area. This Committee, in this instance, supports the view of the Henley Society: 'The Society objects to the retrospective application for the extension: it is unacceptable that this construction was carried out without planning permission, especially as the building is designated as 'of local note' and is in a Conservation Area.

In addition, we would object strongly to the proposed use of the flat roof as a terrace as this would have a serious adverse impact on neighbouring properties due to overlooking.' It appears through mediation both parties are very close to an agreement on this application, however the flat roof balcony should be prevented from being used as a balcony in the future and clear restrictions put in place to prevent any future use of this roof as a balcony.

P14/S3846/FUL Land rear of Landfall, St Andrews Road (Minor – South Ward – JW, WH)
Erection of four bedroom detached dwelling house with new access off Auton Place (Plot 2).
For: Mr L Clancy

OBSERVATION: The Committee asked for this application to be referred back to the Planning Officer for clarification due to the plot being divided into two but only one application and design being submitted. This Committee will need to see both applications submitted together in order to be able to consider this new development fully. The Committee understand that the second application is already been progressed by SODC.

123.
P14/S3016/HH

PLANS (Amended)

29 Albert Road (Other – South Ward – JW, WH)
Proposed part 2 storey and part single storey rear extensions and internal alterations. (As amended by revised plans accompanying agent's email dated 25th November 2014).

For: Ms C Piasecki-Jarvis

HTC Observation

24.10.14 – Recommend Refusal. This proposal is, by its scale, un-neighbourly as it affects the light and privacy of the neighbours on this narrow row of cottages.

OBSERVATION:

The Committee noted this application has already reached a decision by SODC.

124.
P14/S2764/HH

PLANS (New)

23 Northfield End (Other – North Ward – JB, EH)
Insertion of a window (90 x 110cm) in the outside wall of the ground floor living room.

For: Agent Mr T Bownass (Trevor Bownass & Co)

Part demolition, internal & external alterations and single storey extensions to the rear.

OBSERVATION:

Recommend Approval. This proposal is an improvement to the present building.

P14/S2765/LB

23 Northfield End (Other – North Ward – JB, EH)
Insertion of a window (90 x 110cm) in the outside wall of the ground floor living room.

For: Agent Mr T Bownass (Trevor Bownass & Co)

Part demolition, internal & external alterations and single storey extensions to the rear.

OBSERVATION:

Recommend Approval. This proposal is an improvement to the present building.

P14/S3468/FUL

The Court House, Northfield End (Minor – North Ward – JB, EH)

Proposed Alteration. Extension and change of use of The Court House, Northfield End, Henley on Thames, RG9 2JN from B1 (Office) to C3 (Residential).

For: Mr AES & MC Carter

OBSERVATION:

Recommend Approval. The Committee note the views of the Conservation Officer to ensure the original access to the Register Office be preserved and the trees on the site are protected during the progression of the building work.

- P14/S3469/LB** **The Court House, Northfield End** (Other– North Ward – JB, EH)
Proposed alteration. Extension and change of use of The Court House, Northfield End, Henley on Thames, RG9 2JN from B1 (Office) to C3 (Residential).
For: Mr AES & MC Carter
- OBSERVATION:** **Recommend Approval. The Committee note the views of the Conservation Officer to ensure the original access to the Register Office be preserved and the trees on the site are protected during the progression of the building work.**
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- P14/S3612/HH** **8 Manor Road.** (Other – South Ward – JB, EH)
Erection of single storey front extension with pitched roof to incorporate covered porch over front door and erection of a two storey rear extension.
For: Mrs S Tatman
- OBSERVATION:** **Recommend Approval.**
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- P14/S3630/HH** **21 Deanfield Road** (Other – North Ward – JB, EH)
Two storey extension. Single storey rear extension.
For: Mr Hooper
- OBSERVATION:** **Recommend Approval.**
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- P14/S3635/A** **6A Tuns Lane** (Other - North Ward – JB, EH)
Proposed new signage.
For: Mr R Burns
- OBSERVATION:** **Recommend Refusal. The committee request the use of traditional materials for signage that are in keeping with the Conservation Area.**
-
- P14/S3638/HH** **21 St Andrews Road** (Other - South Ward – JW, WH)
Erection of dormer window to rear elevation and installation of two rooflights on front elevation.
For: Ms Clarke
- OBSERVATION:** **Recommend Refusal. This application contravenes Article 4 in design for the Conservation Area. The dormer window should not have a flat roof and rooflights should not be on the front of the roof.**

P14/S3640/HH **6 Manor Road** (Other – South Ward – JW, WH)
Replace existing flat roof over kitchen with pitched gable end roof and existing flat roof over front door and front window with sloping / pitched roof.
For: Mrs E Rosenmeier
OBSERVATION: **Recommend Approval. The replacement of the flat roof by a gable roof is an improvement to the design of this property.**

P14/S3658/HH **11 Valley Road** (Other – North Ward – JB, EH)
Proposed single storey front, rear and side extensions and conversion of garage to living accommodation.
For: Mr D Sabijan
OBSERVATION: **Recommend Approval. The application is in keeping with neighbouring properties.**

Councillor D Silvester abstained from voting on the following item only.

P14/S3667/HH **134 Reading Road** (Other – South Ward – JW, WH)
Single storey rear extension.
For: Mrs E Edwards
OBSERVATION: **Recommend Approval.**

P14/S3729/FUL **153 Reading Road** (Minor – South Ward – JW, WH)
Demolition of existing rear extension, erection of two storey rear extension, removal of shop front and insertion of windows and rooflights to facilitate change of use of premises from ground floor shop and 2-bedroom first floor flat to two 1-bedroom flats and one 2-bedroom flat.
For: Mr F Kneafsey
OBSERVATION: **Recommend Refusal. The Committee agrees with the issues raised by the Conservation Officer. The entrance via street access needs to retain the present shop appearance. The application design does not adhere to the Conservation Category 4 guidelines. There are also issues regarding the lack of provision for on street parking for this property of 3 flats.**

P14/S3746/HH **Nos 8 – 16 Church Avenue** (Other – North Ward – JB, EH)
Single storey rear extension to each property.
For: Henley Municipal Charities
OBSERVATION: **Recommend Approval. These properties are in need of modernisation and this application does not alter any of the original façade.**

P14/S3747/LB **Nos 8 – 16 Church Avenue** (Other – North Ward – JB, EH)
Single storey rear extension to each property.
For: Henley Municipal Charities
OBSERVATION: **Recommend Approval. These properties are in need of modernisation and this application does not alter any of the original façade.**

- P14/S3752/HH** **Suffolk House, 52 Rotherfield Road** (Other – South Ward – JW, WH)
Single storey extension with balcony above.
For: Mr R Smith
OBSERVATION: **Recommend Approval.**
- P14/S3553/A** **30 Hart Street** (Other – North Ward – JB, EH)
New advertisement on existing projecting hanging sign.
For: Roman Estate Agents
OBSERVATION: **Recommend Approval. The committee request the use of traditional materials for signage that are in keeping with the Conservation Area.**
- P14/S2691/LB** **30 Hart Street** (Other – North Ward – JB, EH)
Proposed change of colour of window frames and fascia form dark green to dark blue and alteration of fascial detail, and replacement of the content displayed on the existing hanging sign.
For: Roman Estate Agents
OBSERVATION: **Recommend Approval. The committee request the use of traditional materials for signage that are in keeping with the Conservation Area.**
- P14/S3813/HH** **9 Simmons Road** (Other – South Ward – JW, WH)
Erection of single storey rear and front extensions.
For: Mr & Mrs A White
OBSERVATION: **Recommend Approval.**
- P14/S3831/FUL** **Greys Road Car Park** (Other – North Ward – JB, EH)
Change of use of part of the car park for siting of a mobile catering van.
For: Mr M Seylani-Zadeh
OBSERVATION: **Recommend Approval. The Committee request SODC Licensing Department look closely at the trading hours proposed for this license. It was also agreed the location of the catering van would add to the security of the Car Park.**
- P14/S3857/HH** **14 Western Road** (Other – South Ward – JW, WH)
First floor rear extension and internal alterations.
For: Mr & Mrs Carle
OBSERVATION: **Recommend Approval.**
- P14/S3869/HH** **18 Belle Vue Road** (Other – South Ward – JW, WH)
Demolition of existing garage and conservatory. Single storey rear extension. Two storey side extension.
For: Mr & Mrs Webb
OBSERVATION: **Recommend Approval. There is space for development on this site.**
- P14/S3881/FUL** **Field Cottage, Fairmile** (Minor – North Ward – JB, EH)
Erection of replacement dwelling.
For: Mr S Parsons
OBSERVATION: **Recommend Approval.**

P14/S3884/FUL	6 Market Place (Minor – North Ward – JB, EH) Replacement of existing external ATM with new ATM. For: HSBC Group
OBSERVATION:	Recommend Approval.
P14/S3889/HH	5 Deanfield Avenue (Other – North Ward – JB, EH) Single Storey Extension. For: Miss A Christie
OBSERVATION:	Recommend Approval.
P14/S3898/FUL	3A Newtown Gardens (Minor – North Ward – JB, EH) Variation of conditions 2 (Plan numbers) and 7 (sustainable homes) of planning permission P13/S1821/FUL, for erection of a dwelling with parking. For: Mr J Smith
OBSERVATION:	Recommend Approval.
P14/S3915/FUL	The Pines, Lambridge Wood Road (Minor – North Ward – JB, EH) Retrospective application to replace existing perimeter fence and create entrance to Lambridge Wood Road with brick wall, pillars and metal fencing (in association with planning permission P12/S3071/FUL for a new dwelling) Revision to planning permission P13/S3809/FUL. For: Mr G Fielding
OBSERVATION:	Recommend Refusal. The new wall is too large and imposing in this area. It should remain as originally agreed.
P14/S3920/FUL	Royal Mansions, Station Road (Minor – South Ward – JW, WH) Re-position and widen external doorway with new glazed door to facilitate new external ramp. For: Roy Mansions (Henley on Thames) Ltd
OBSERVATION:	Recommend Approval. The Committee noted this application was to improve disabled access to the property.
P14/S3932/LB	The Old Bear Cottage, 79A Bell Street (Other – North Ward – JB, EH) Proposed insulation of internal walls. For: Mr S Shaw
OBSERVATION:	Recommend Approval.
P14/S3944/HH	Wood Cottage, 32 Lambridge Wood Road (Other – North Ward – JB, EH) Single and two storey extensions to north and east sides. For: Mr & Mrs C Ward
OBSERVATION:	Recommend Approval. There is space on the site to accommodate such an extension.

- P14/S3945/LB** **19 Gravel Hill** (Other – North Ward – JB, EH)
 Replace rotten wooden garage door and frame.
 For: Mr A Ranger
- OBSERVATION:** **Recommend Approval.**
- P14/S3948/HH** **44 Vicarage Road** (Other – South Ward – JW, WH)
 Erection of two storey side extension and installation
 of new window and solid fuel flue to kitchen.
 For: Mr C Bodman
- OBSERVATION:** **Recommend Approval.**
- P14/S3685/LDP** **4 Nicholas Road** (North Ward – JB, EH)
 Construction of new detached garage.
 For: Mr M Barrow
- OBSERVATION:** **Recommend Refusal. The size of this proposal is inappropriate for the location. This building is not suitable for use as a garage but could be used for other business activities due to its size.**

125. OBJECTIONS / CALL IN APPLICATIONS

The Committee considered which Councillor should speak at the South Oxfordshire District Council's Planning Committee meeting in the event of an objection and it was **RESOLVED**

That Councillor D Silvester attends the South Oxfordshire District Council Planning meeting on behalf of Henley Town Council for application P14/S3638/HH - 21 St Andrews Road.

126. PLANNING APPEAL DECISION

The Committee Noted the Planning Appeal Decision for Site at 3 Newtown Gardens, Henley on Thames, RG9 1EH.

127. ADDITION TO ALIAS PROPERTY NAME

The Committee Noted the addition to Alias Property name Herons View to the existing numbered property: 278 Greys Road.

128. NEGOTIATIONS WITH DEVELOPERS AND LANDOWNERS REGARDING LOCAL INFRASTRUCTURE AND SERVICE PROVISION

The Committee discussed at length the letter from SODC regarding negotiations with developers and landowners regarding local infrastructure and service provision and noted the contents there in.

129. S106 PARTNERSHIP AND PROCESS

The Committee received the feedback report to towns and parishes from District Council and noted the contents there in.

130. COMMUNITY INFRASTRUCTURE LEVY (CIL)

The committee discussed the Community Infrastructure Levy (CIL) report from SODC. The Chairman gave a verbal update regarding the developments within SODC to adopt CIL and explained how the Community Infrastructure Project Officer, Mr Ged Cassell is available to the Council to aid in negotiations between the Planning Authority and developers.

The Committee noted the SODC CIL Guidelines Timeframe Document.

131. DECISION NOTICES

The Committee received and noted the Report on the Decision Notices from SODC.

The meeting closed at 9.08pm

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Chairman