

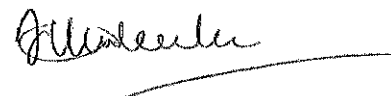
**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A
MEETING OF THE
NEIGHBOURHOOD PLAN COMMITTEE
TO BE HELD ON
MONDAY 25 FEBRUARY 2019 AT 3.00PM
IN THE KINGS ARMS BARN,
HENLEY ON THAMES**

PLEASE NOTE THE CHANGE OF VENUE FOR THIS MEETING

**PLEASE BRING YOUR COPY OF
THE JHHNP TO THE MEETING**

MEMBERSHIP:

The Chairman, Councillor Ken Arlett – Henley Town Council (HTC)
The Vice Chairman, The Mayor, Councillor Glen Lambert – HTC
Councillor Julian Brookes - HTC
Councillor Donna Crook – HTC
Councillor Laurence Plant - HTC
Councillor Jane Smewing - HTC
Councillor Kester George – Harpsden Parish Council (HPC)
Councillor Tony Wright – HPC
Mr P Fleming – Henley in Transition
Mr Don Barraclough
Mr Ian Clark
Mrs Joan Clark
Mr Geoff Lockett
Mr J Munro
Ms J Walker
Mr D Whitehead
Mrs R Chandler-Wilde



Mrs J Wheeler
Town Clerk
19 February 2019

Members are reminded to sign the attendance book

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are hereby reminded that, under the provision of the Localism Act 2011 (Chapter 7, part 1) and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (S.I 2012/1464), a member with a disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a disclosable pecuniary interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he/she has obtained a dispensation from the Council, and not seek improperly to influence the decision about that matter.

3. PUBLIC PARTICIPATION

TO RECEIVE questions or statements from members of the Public.

The following rules shall apply:

- You may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and pecuniary interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).
- Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
- All speeches shall last for no more than 2 to 3 minutes.
- If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.
- If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.
- The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.
- The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.
- Questions which require the disclosure of exempt or confidential information will not be answered.
- The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

4. MINUTES

TO APPROVE the Minutes of the meeting of the Neighbourhood Plan Committee held on 21 January 2019. Document attached.

5. UPDATE ON PROJECT ADMINISTRATION

TO RECEIVE a verbal update from the Planning and Project Manager.

6. UPDATE FROM MEETING WITH SODC

TO RECEIVE a verbal update from a meeting with the Neighbourhood Planning team at SODC.

7. TRAFFIC STUDY UPDATE

TO CONSIDER requesting a further meeting with Peter Brett Associates to discuss figures from the latest Traffic Count updates.

8. UPDATES FROM WORKING GROUPS

TO RECEIVE any updates and Topic Paper drafts following the last meeting of the Neighbourhood Plan Committee.

- i) Schools, Colleges, Doctors' Surgeries, Utilities etc.
- ii) Transport
- iii) Car Parks – receive verbal update on meeting held with SODC on 13 February 2019.
- iv) New Housing, Permitted Development Rights since March 2017
- v) Business and Community Engagement – verbal update from meeting on 12 February.
- vi) Liaison with other Parishes carrying out NP Reviews
- vii) Review all existing sites
- viii) Green Living
- ix) Industrial Land
- x) Site Selection
- xi) Local List

9. OXFORDSHIRE PLAN 2050

TO NOTE the current consultation for the Oxfordshire Plan 2050 – www.oxfordshireplan.org

10. NEXT MEETING

TO AGREE a date for the next meeting of the Neighbourhood Plan Committee.

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ATTENDEES

The Chairman, Councillor Ken Arlett – Henley Town Council (HTC)
Councillor Julian Brookes - HTC
Councillor Laurence Plant – HTC
Councillor Jane Smewing - HTC
Councillor Kester George – Harpsden Parish Council
Mr Don Barraclough
Mrs Rebecca Chandler-Wilde
Mr Ian Clark
Mrs Joan Clark
Mr Patrick Fleming – Henley in Transition
Mr Geoff Lockett
Mr Jim Munro
Mrs Jackie Walker
Mr David Whitehead
Mrs Jane Pryce – Parish Clerk, Rotherfield Parish Council
Mrs Susan Hems - Chair, Rotherfield Parish Council

Cath Adams - HTC Project and Planning Manager
Kirsty Waterman – HTC Committee Administrator

1 member of the public
1 member of the press

50. APOLOGIES FOR ABSENCE

Apologies were received from The Mayor, Councillor Glen Lambert, Councillor Donna Crook – HTC and Tony Wright Harpsden Parish council.

51. DECLARATIONS OF INTEREST

There were no declarations of interest.

52. PUBLIC PARTICIPATION

There was no public participation.

53. MINUTES

The Minutes of the Neighbourhood Plan Committee held on 3 December 2018 were received, approved and signed by the Chairman, Councillor Arlett, as a true record.

54. PAVEMENT IN ROTHERFIELD GREYS

The Committee **CONSIDERED** the request for Community Infrastructure Levy funds from the Highlands Park development to be allocated to pavement works to improve pedestrian safety in Rotherfield Greys. The Parish Clerk of Rotherfield Greys asked that Harpsden Parish Council, via the JHHNP Committee, fund the proposed pavement through the village. They are looking for £65,000 as Oxfordshire County Council Highways have quoted this amount to install the pavement. Rotherfield

Greys Parish believe increased traffic coming from Highlands Park will drive through the village increasing danger for pedestrians, therefore they would like a new path for pedestrian safety.

It was discussed as to whether the Parish could provide further off road car parking within the village for walkers and church users who currently park outside the church on the area where pedestrians walk. Possibilities discussed were: further shared usage of Maltsters car park and occasional use of a field accessed via a lane to the side of the church. The lane is too narrow for vehicle access and the Maltsters pub is already shared with members of the public but it was recognised that it is a private car park primarily for pub customers. It was felt that the proposed path would not stop cars parking across the pedestrian area. A continuous path was discussed as opposed to the two shorter pavements that are being proposed. The Parish Clerk informed the Committee that house boundaries go up to the roads edge so some areas do not allow for a continuous path.

Harpsden Parish Council's Chair Councillor George declared that in principle Harpsden would like to help fund the pavement but it is unknown at the moment as to whether they will be able to. There are currently several requests for funds from Harpsden Parish Council's CIL money for various local projects.

The JHHNP Committee suggested that additionally Rotherfield Greys Parish Council could ask OCC for funds towards the cost of the pavement and that evidence of increased pedestrian and vehicle usage through the village would support their presentations for funding.

55. TIMELINE/DEPENDENCIES FOR NEIGHBOURHOOD PLAN REVIEW

Now that the Local Plan is out for consultation it has enabled clarification of dates for the Neighbourhood Plan (NP) to work towards, ensuring the Local Plan policies can be directly referenced within with NP policies.

The Local Plan will not include changes that have come out of public consultations and so the Committee were advised and encouraged to re-submit comments to go alongside the draft Local Plan for consideration.

An external consultancy is being looked into to assist with community engagement initiatives.

A website developer is to be appointed as resolved at Planning Committee on 15 January 2019. Minute number 190

56. UPDATES FROM WORKING GROUPS

Updates were RECEIVED:

- i) Schools, Colleges, Doctors' Surgeries, Utilities etc.
This group additionally to look at libraries, community halls, indoor and outdoor sports facilities.
- ii) Transport
Patrick Fleming provided a verbal update from the sub group meeting held on 18 January 2018. The group is concerned about increased traffic through Henley in relation to the developments north of Henley. There is an assumption that the increase of circa 7,000 people for example in the Benson, Culham, Sandford and Berinsfield developments, will travel on roads coming via the A4074 onto the M40 or M4 through Henley. This group would like their concerns addressed in Neighbourhood Plan policies and with comments submitted to go alongside the draft Local Plan.
- iii) Car Parks
- iv) New Housing, Permitted Development Rights since March 2017
The discrepancy between The Local Plan figure of 156 and the Neighbourhood Plan Committee total of 60 required new dwellings was discussed. A meeting to discuss with South Oxfordshire District Council is awaited.
- v) Business and Community Engagement – The committee RECEIVED notes from the meeting on 10 December and a verbal update from meeting on 14 January. Please also refer to the two points in Minute 55 above.
- vi) Liaison with other Parishes carrying out NP Reviews
A meeting with Thame is expected. It is thought that other parishes have also delayed due to the Local Plan.
- vii) Review all existing sites
A call for sites has been issued and advertised in the Henley Standard, Henley Herald and on the Henley Town Council website. One site has been submitted to date. Sites which were in the JHHNP and have not started development proceedings will be contacted.
- viii) Green Living
People have been approached to assist with this. Sally Rankin and Rebecca Chandler Wilde have met with reference to this topic. Several people attended a Climate Change meeting in Oxford recently. The message from the meeting is that climate change would affect the UK in secondary ways such as food shortages, increased costs of items associated from countries of origins affected directly by climate change and immigration issues.
It was agreed that Climate Change should cross reference all policies in the Neighbourhood Plan in addition to a distinct Climate Change Policy.

- ix) Industrial Land
It was noted that 1 Hectare of industrial/commercial land is required in Henley in the draft Local Plan. Article 4 areas across the region are shown on a map not including any pending or proposed sites. Windfall commercial land may account for the 1 hectare and possibly incorporate the Bremont site.
- x) Site Selection
David Whitehead to quote the source and page reference to Councillor Arlett which states historical evidence can be used as evidence of stating future housing numbers being met from PDR figures. A meeting of the site selection criteria group is to be arranged by the Chairman.
- xi) New Group – Local List
It was discussed that buildings of particular interest and significance which are not listed or protected due to being in the Conservation area, could be put on a Local list of such buildings and included in the Neighbourhood Plan. Cath Adams to contact possible individuals to contribute to this. Any interested Committee members to contact Cath Adams.

57. VISION STATEMENT AND OBJECTIVES

The notes from the meeting on 17 December 2018 were **REVIEWED**. Item 4 – Social Housing was discussed. A Community Land Trust will be considered to discuss a way of influencing Social housing inclusion in Henley and Harpsden. Thame will be consulted for guidance and information on this.

58. NEXT MEETING

The Committee **AGREED** the date for the next meeting of the Neighbourhood Plan Committee as 25 February 2019. This will be at **3.00pm** in the **Kings Arm Barn**.

Meeting Closed 3.55pm
KW

29 January 2019