

**Present:** The Chairman, Councillor Ken Arlett  
The Vice Chairman – Councillor Michelle Thomas  
Councillor Ian Clark  
Councillor Donna Crook  
Councillor Stefan Gawrysiak  
Councillor Will Hamilton – substituting for Laurence Plant  
Councillor Ian Reissmann –substituting for Councillor Dave Eggleton  
Councillor Rob Romans

**In Attendance:** Councillor Kester George – Chairman, Harpsden Parish Council  
Cath Adams – Planning and Project Manager  
Kirsty Waterman – Planning Committee Administrator

**Also Present:** 3 Members of the Public  
1 Member of the Press

**1. ELECTION OF CHAIRMAN**

The Mayor called for nominations for the election of a Chairman for the year 2019-2020.

Councillor Stefan Gawrysiak proposed and Councillor Donna Crook seconded that Councillor Ken Arlett be elected Chairman for the year 2019-2020.

Following a vote it was **RESOLVED**

**that the Mayor, Councillor Ken Arlett be elected Chairman of the Planning Committee for the following municipal year.**

The Mayor, Councillor Ken Arlett took the Chair.

**2. ELECTION OF VICE CHAIRMAN**

The Chairman, Councillor Ken Arlett, called for nominations for the election of a Vice-Chairman for the year 2019-2020.

The Chairman, Councillor Ken Arlett proposed and Councillor Stefan Gawrysiak seconded that Councillor Michelle Thomas be elected Vice-Chairman for the year 2019-2020.

Following a vote it was **RESOLVED**

**that Councillor Michelle Thomas be elected Vice-Chairman of the Planning Committee for the following municipal year.**

### **3. TERMS OF REFERENCE**

The Terms of Reference for the Planning Committee were **RECEIVED** and **CONSIDERED**.

**IT WAS RESOLVED TO RECOMMEND:**

**To make the following amendments (i and ii) and to include two additional items (vii and viii) to the Terms of Reference:**

- i. The Planning Committee will consist of 8 members including the Mayor and deputy Mayor ex Officio.
- ii. The Quorum for this Committee shall be 4 members.
  
- vii. The Planning Committee will elect the Chairman and Vice Chairman of Neighbourhood Plan Committee and Transport Strategy Group.
- viii. The Planning Committee will have the final say on Committee members for Neighbourhood Plan Committee and Transport Strategy Group.

### **4. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Laurence Plant and Dave Eggleton.

Councillor Will Hamilton explained that he and Councillor Laurence Plant will be sharing the role on Planning Committee. Councillor Hamilton will attend when the meeting precedes Town and Community Committee and Councillor Plant will attend when Planning is not followed by Town and Community Committee. This was accepted by the Chair.

### **5. DECLARATIONS OF INTEREST**

There were no declarations of interest from Committee members.

### **6. PUBLIC PARTICIPATION**

Gemma Osterback of Henley on Thames spoke on application **P19/S1197/HH** Hennerton House 54 Berkshire Road and objects to the application. She understands that planning permission was granted for the 3 houses on the plot with permitted development rights on the plot having been removed due to the plot being developed to its maximum capacity going from 1 house to 3 houses. The overdevelopment in the garden will create over looking, loss of privacy and amenity for her household.

Stuart Durrant spoke of application **P19/S1256/HH** 55 St Marks Road as the owner. He would like to remove the wall at the foot of his front garden and create a driveway large enough for 2 vehicles. He believes the precedent is already there as many of the other walls along the street have been removed enabling creation of driveways. He would like to park his car closer to his house to ease traffic and safety issues when unloading his young family and also put in an electric vehicle charging point which he would need to park near to enable usage.

### **7. MINUTES**

The Minutes of the Meeting of the Planning Committee held on 23 April 2019 were **RECEIVED, NOTED** and **SIGNED** by the Chairman Councillor Arlett.

**8. APPOINTMENT OF SUB COMMITTEES, THE MEMBERSHIP THEREOF AND THEIR TERMS OF REFERENCE**

The Committee considered the appointment, membership and Terms of Reference of the Sub-Committees.

**1) Neighbourhood Plan Committee**

**IT WAS RESOLVED:**

**that the Terms of Reference be approved and the Neighbourhood Plan Committee be re-appointed for the municipal year 2019 – 2020 with the following membership, Chairman and Vice Chairman:**

The Chairman, Mayor Councillor Ken Arlett – Henley Town Council (HTC)  
The Vice Chairman, Councillor Glen Lambert – HTC  
Councillor Ian Clark - HTC  
Councillor Laurence Plant – HTC  
Councillor Michelle Thomas - HTC  
Councillor Kester George – Harpsden Parish Council (HPC)  
Councillor Sara Langton – Harpsden Parish Council (HPC)  
Mr P Fleming – Henley in Transition  
Mr Don Barraclough  
Mrs Joan Clark  
Mr Geoff Lockett  
Mr J Munro  
Ms J Walker  
Mr D Whitehead  
Mrs R Chandler-Wilde

**2) Transport Strategy Group**

**IT WAS RESOLVED:**

**that the Terms of Reference be approved and the Transport Strategy Group be re-appointed for the municipal year 2019 – 2020 with the following membership, Chairman and Vice Chairman:**

Councillor Stefan Gawrysiak – Chairman. Oxfordshire County Council (OCC)  
The Mayor, Councillor Ken Arlett – Vice Chairman. (HTC and SODC)  
Councillor Ian Clark – (HTC)  
Councillor Miss L M Hillier – (HTC)  
Councillor Laurence Plant – (HTC)  
Councillor Ian Reissmann – (HTC)  
Jackie Walker – Bix and Assendon Parish Council  
Councillor Kester George – Harpsden Parish Council  
Councillor John Halsall - Remenham Parish Council  
Mr David Dickie, Henley in Transition  
Mr Patrick Fleming, Henley in Transition  
Mr Dave McEwen, Henley in Transition

9. **PLANS** (Amended)

**P18/S3430/HH**

**122 St Andrews Road Henley on Thames RG9 1PL**

(Householder)

**For:** Mr M Tavinor

Erection of part two storey part single storey front and rear extensions and conversion of integral garage to living accommodation (revised plans received 30th April 2019, amending the scale and design of the front extensions)

Plans: 122 St Andrews Road

HTC Observations: **20.11.18** - Recommend approval

**14.05.19** – Recommend approval subject to the Juliett balcony not creating overlooking concerns for neighbours.

**P19/S0245/RM**

**Thames Farm Reading Road Shiplake RG9 3PH (Reserved Matters)**

**For:** Taylor Wimpey UK Ltd c/o Agent Barton Willmore LLP  
Reserved Matters for 95 dwellings (appearance, landscaping, scale and layout) pursuant to outline application

P16/S0970/O (amended plans and supporting documents received 18 April 2019 in response to the Parish, Consultee, and neighbouring resident comments).

Plans: Thames Farm Reading Road

HTC Observation: **26.02.19** - Recommend refusal. This site is not in the Joint Henley and Harpsden Neighbourhood Plan. Concern was also raised over the following points:

- *Potential safety issue of 12 car parking spaces in very close proximity to the play area.*

- *Trees and Vegetation. The dense understorey of shrubs and smaller trees along the northern boundary should be maintained as it is currently for the purposes of wildlife habitation/preservation.*

*Reference : Drawing Ref: 1150-KC-XX-YTREE-TPP01RevA*

- *Landscaping on the Western Boundary. Concern that residents could incorporate green belt on the western boundary into their gardens. No indication of how this area of green belt will be managed.*

- *Closeboard Fence along the northern boundary. In keeping with neighbouring properties, closeboard fencing 180cm high would be appropriate.*

**Response : Objects**

- *Close off of the proposed (kissing gate) entrance from play area to Harpsden 2 bridle path on northern boundary*

*The gate in situ at the moment is a 5 bar vehicular access gate that should have been closed off many years ago when the site was granted a new vehicular access onto the main A4155. There should be no access to the site from here.*

*For reference see Planning application P08/E1357 granted*

- *Condition 3 states that vehicular access to the site shall be taken only from the access granted under planning permission*

P04/E0983, directly from the A4155 (main Henley to Reading Road).

-Condition 4: states that the vehicular access onto the bridleway to the north of the site shall be permanently closed off by the removal of all vehicular gates . Reason : In the interests of highway safety and convenience in accordance with the policies of T1 and E8 of the adopted

South Oxfordshire Local Plan 2011.

-Concern as to how traffic entering the site from the Henley direction will not cause hold ups for the traffic on the A4155

**14.05.19** – Unanimous refusal was recommended due to strong ongoing Highways and landscaping concerns.

Adequate landscaping should be specified in the planning permission and not left to chance for future occupiers.

7.12pm Kester George leaves the meeting

**P19/S0288/FUL**

**Amberley 26 Lambridge Wood Road Henley-On-Thames RG9 3BS (Full Application)**

*For:* Mr Liddel

Demolition of existing dwelling. Erection of 2 new dwellings.(revised plans received 9th April 2019, setting back new access point and boundary treatment. Further revision to position of dwelling in plot 1 and front facing dormer windows now omitted).

Plans: Amberley 26 Lambridge Wood Road

HTC Observation:

**26.02.19** - Recommend refusal. The Committee unanimously recommended refusal due to overdevelopment of the plot and the effect of the proposals on the character of the area.

**14.05.19** – Recommend refusal on same grounds as before.

*It was noted that the Chairman, Councillor Ken Arlett did not participate in the debate on this application.*

**P19/S0371/HH**

**16 &17 Niagara Road Henley-On-Thames RG9 1EB (Householder)**

*For:* Mr Goodson & Mercer

Joint ground floor and first floor extension to 16 & 17 Niagara Road (As amended on 12 April 2019).

Plans: 16 &17 Niagara Road

HTC Observations:

**26.02.19** - Recommend approval

**23.04.19** - Recommend approval

**14.05.19** – No comment required as permission already granted.

**P19/S0373/FUL**      **Perpetual Park Perpetual Park Drive Henley-On-Thames RG9 1HH** (Full Application)  
*For:* Invesco Perpetual c/o agent TTSP  
New multi-storey park situated on an existing level-surface car park (Flood Risk Assessment and Tree Survey received 29 April 2019).  
Plans: Perpetual Park Perpetual Park Drive  
HTC Observations: **19.03.19** - Recommend approval. The applicant is asked to consider the landscaping for passengers arriving by train.  
**14.05.19** – Recommend approval

**P19/S0450/FUL**      **41 Market Place Henley on Thames RG9 2AA** (Full Application)  
*For:* Mr V Britton  
Single storey extension to office to provide WC facility. (As amended by plan received 16 April 2019)  
Plans: 41 Market Place  
HTC Observations: **19.03.19** - Recommend approval  
**14.05.19** – Recommend approval

**P19/S0532/LB**      **41 Market Place Henley-on-Thames RG9 2AA** (Listed Building Consent)  
*For:* Mr V Britton  
Single storey extension to office to provide WC facility. (As amended by plan received 16 April 2019)  
Plans: 41 Market Place  
HTC Observations: **19.03.19** - Recommend approval  
**14.05.19** - Recommend approval

**10. PLANS (New)**  
**P19/S1179/FUL**

**Girdler House Quebec Road Henley on Thames RG1 1EY** (Full Application)  
*For:* Chersterton Commercial Ltd c/o Agent Emmetts Architecture Planning Development  
Variation of condition 2 (approved plans) on application P17/S3600/FUL to replace drawing 3A with BR-1e. External alterations to office premises to form five 2-bedroom apartments including extensions to roof and erection of bin store and cycle store  
Plans: Girdler House Quebec Road  
HTC Observation: **14.05.19** – Recommend approval but regret there is no possibility to make a comment or object on change of use and loss of commercial space in the term.

- P19/S1197/HH**      **Hennerton House 54 Berkshire Road Henley-On-Thames RG9 1NA (Householder)**  
*For:* Sue Tilbury c/o Agents JPPC- Chartered Town Planners  
 Single storey garden building.  
 Plans: Hennerton House 54 Berkshire Road  
 HTC Observation:    **14.05.19** – Committee unanimously recommend refusal as the proposed is too large and overbearing and the removal of permitted development rights on the land should be retained.
- P19/S1201/HH**      **4 Harcourt Close Henley on Thames RG9 1UZ (Householder)**  
*For:* Mr David Jones  
 Conversion of existing double garage space into habitable space with associated internal ground floor layout rearrangements  
 Plans: 4 Harcourt Close  
 HTC Observation:    **14.05.19** – Recommend approval
- P19/S1207/FUL**      **70 St Marks Road Henley-On-Thames RG9 1LW (Full Application)**  
*For:* Mr & Mrs Kerrigan  
 Demolition of existing two storey dwelling and single storey garage and erection of new dwelling with associated parking.  
 Plans: 70 St Marks Road  
 HTC Observation:    **14.05.19** – Recommend refusal due to a loss of privacy and the removal of a front wall in a conservation area.
- P19/S1234/LB**      **Trinity Cottages 38 Greys Hill Henley on Thames Oxon RG9 1SJ (Listed Building Consent)**  
*For:* Ms Francesca Chalmers c/o The Henley Society  
 Re-instate the degraded sign 'Trinity Cottages'.  
 Plans: Trinity Cottages 38 Greys Hill  
 HTC Observation:    **14.05.19** – Recommend approval
- P19/S1236/HH**      **36 Nicholas Road Henley on Thames RG9 1RB (Householder)**  
*For:* Mr & Mrs Haigh  
 Alterations and additions to provide improved family area and utility room - increased ground & first floor area - amendment to Appl. Ref; P18/S1358/HH  
 Plans: 36 Nicholas Road  
 HTC Observation:    **14.05.19** – Recommend approval
- P19/S1239/LB**      **Cromwell Cottage 30 Greys Hill Henley on Thames RG9 1SJ (Listed building Consent)**  
*For:* Ms Katrina Webster c/o The Henley Society  
 Re-instate the degraded sign "Cromwell Cottage"  
 Plans: Cromwell Cottage 30 Greys Hill  
 HTC Observation:    **14.05.19** – Recommend approval

**P19/S1249/LB**      **Rupert Cottage Rupert Close Henley on Thames RG9 2JD**  
(Listed Building Consent)  
*For:* Mr & Mrs Cristie & Feisal Parker & Ahmad  
Further to the already approved single storey and 2 storey extension to dwelling, permission for gas lit fire in snug, and external flue pipe through flat roof.  
Plans: Rupert Cottage Rupert Close  
HTC Observation:    **14.05.19** – Recommend approval subject to the conservation officer report.

**P19/S1256/HH**      **55 St Marks Road Henley-On-Thames RG9 1LP**  
(Householder)  
*For:* Ms Jemma Meehan  
Demolish brick boundary wall adjacent to the public footpath including one brick pier at the end of the wall which forms the gate opening. The brick piers at the site boundaries with adjacent properties are to be retained.  
Plans: 55 St Marks Road  
HTC Observation:    **14.05.19** – Recommend approval subject to an electric charging point being fitted as a condition of granting planning permission

**P19/S1276/HH**      **8 Wootton Road Henley-On-Thames RG9 1QD**  
(Householder)  
*For:* Mr & Mrs Price  
Variation of condition 2 (approved plans) of planning permission P17/S2209/HH. Part single-storey, part two-storey front & rear extensions including raising of roof eaves (as amended to reduce depth and eaves height of extensions)  
Plans: 8 Wootton Road  
HTC Observation:    **14.05.19** – Recommend approval

## **11. OBJECTIONS / CALL IN APPLICATIONS**

Councillors **DECIDED** to call in **P19/S0288/FUL**. The Chairman, Councillor Ken Arlett is to call in the application.

## **12. DECISION NOTICES**

The report on decision notices from the SODC were **RECEIVED** and **NOTED**.

## **13. NOTIFICATION OF WITHDRAWN APPLICATIONS**

The following withdrawn application was **NOTED**:

**P18/S2191/HH**      **Lambridge Wood Farm Bix RG9 4RZ** (Householder)  
*For:* His Excel. General Al Masid  
Proposal:            Roof conversion and extension to the Old Stables. Rear extension to existing garage to provide additional storage.  
Plans: Lambridge Wood Farm  
HTC Observation:    **07.08.18** - Recommend approval



**14. NOTIFICATION OF ROAD NAME CHANGE**

The Committee **NOTED** the removal of a thoroughfare name: Western Avenue and replace with dependent thoroughfare name: Western Close;  
As the new thoroughfare name for: 1-2,3,36,7,9 Western Close, Henley on Thames RG9 1JY

**15. SHIPLAKE PARISH - SPEED LIMIT – DECISION**

The Committee **NOTED** the decision on the proposed speed change along a stretch of road between Lower and Upper Shiplake. Further to HTC Planning Committee minute 239.

**16. NEIGHBOURHOOD PLAN BOUNDARY CHANGE**

The Committee **NOTED** the approved boundary change to the Shiplake Neighbourhood Area.

**17. TRAFFIC MATTERS**

The Committee **DEFERRED** discussion and decision on the continued inclusion of Traffic Matters in Planning Committee meetings. This has been noted to be reviewed in May 2019 as per Planning Minute 108 and will now be considered at the next Planning Committee meeting to be held on 4 June 2019.

**18. PROGRESS REPORT**

The Committee **NOTED** the Progress Report and that all topics are ongoing.

Meeting closed at 7.33pm  
KW/CA

15 May 2019