

# HARPSDEN PARISH COUNCIL

Minutes of the Council Meeting held at Harpsden Village Hall

on

Monday 18<sup>th</sup> November 2013

Present: Mr Kester George (KG) Chairman  
Mrs Odette Moss (OM)  
Mr Malcolm Plews (MP)  
Mr Rob Simister (RS) SODC Councillor  
Mr David Bartholomew (DB) OCC Councillor

In attendance: Mrs Sarah Tipple (ST) Clerk

**2410 Welcomes and apologies:** There were apologies from Cllr Robin Dorkings.

**2411 Declarations of interests:** KG, OM and RS in respect of their houses in Harpsden.

**2412 Minutes of 16<sup>th</sup> September 2013:** The minutes were approved and signed as a correct record.

**2413 Matters arising:** There were none.

**2414 Progress at Joint Neighbourhood Plan (NP) Working Groups:**

**2414.i:** Good progress had been made at all the working groups. The housing working group had assessed the sites put forward by developers based on their proximity to facilities, their impact on traffic and transport and on the environment and landscape. Developments were being grouped into five areas: Fairmile (40 houses), Town Centre (70 houses), Tescos area (140 houses), Highlands Farm (140 houses) and Gillotts area (50 houses), although architects working on plans at Gillotts School would be making an official announcement on 27<sup>th</sup> November. MP reported that interestingly development at Lucy's Farm had proved to be one of the least popular at the Housing Working Group. Regarding development at the top of Gillotts Lane, OCC had already advised Nexus that only one development at either Gillotts School or Treetops would be considered, not both. Development at Highlands Farm might also be ruled out because of its distance from services and amenities. Although Thames Farm and Wyevale had to be considered as potential development sites as they fell within the NP boundary, MP was doubtful that development would be approved as they did not comply with requirements set out in SODC's core strategy. Moreover Shiplake would have to be consulted as the impact on the village of such dense housing in close proximity would be significant. It was suggested that developers should seek advice directly from SODC on whether or not their proposals complied with the Core Strategy and RS agreed to give KG the name of the relevant planning officer to whom such questions should be addressed. **Action: RS**

**2414.ii Strategic Housing Market Assessment (SHMA):** RS reported that the last SHMA had been conducted in 2007 and was now considered to be out of date and OCC had a legal requirement to review the housing requirement in the area up to 2031. It would report the new housing requirement numbers in January 2014. As Oxford City would not be able to fulfil its obligations, additional housing would need to be allocated to the neighbouring districts, and councils had an obligation between them to meet all of Oxfordshire's identified need. SODC's Core Strategy would have to take account of this potential increase in housing requirement numbers, which, if allocated in part to Henley and Harpsden, would have to be reflected in the NP.

**2414.iii Townlands Hospital:** OM reported that the Townlands Steering Group was holding a public meeting on Friday 22<sup>nd</sup> November (ST would confirm the time with Cllr Ian Reissman and report back) to consider the message from NHS Property

Services that the start of the implementation of the redevelopment of Townlands had been delayed to Spring 2014. The NHS reorganisation in April 2013 had seen the abolition of the NHS Oxfordshire PCT which up until then had been responsible for the project, and ownership of the Townlands site and responsibility for the project was now in the hands of NHS Property Services. John Howell MP had been active in talking to NHS Thames Valley and NHS Property services and had obtained assurances that financial closure would take place before Christmas, and the delay in implementation until spring was caused by difficulties in starting during the winter months. OM would report back to the Council after the meeting.

**2415 Oxfordshire County Councillor's Report**

DB's report is attached to these minutes at Appendix 1. In matters specific to Harpsden he mentioned that Shiplake PC had asked him to obtain a quotation from Sustrans to conduct a feasibility study for the creation of a cycle path between Shiplake and Henley. The cost of the study was £6,500 and he had agreed to contribute £1,500 from his Councillor Community Fund. Shiplake PC had requested a contribution from Harpsden PC. It was, however, agreed that Harpsden PC could not afford to contribute any money at this stage and KG would write a letter to Tudor Taylor to explain. **Action: KG.** DB also reported that the new infrastructure required for the electrification of the Twyford – Henley branchline could have an impact on the houses and gardens of Harpsden parishioners who lived on Bolney Road. He had arranged for Network Rail to make a presentation at the next Shiplake PC meeting on 9<sup>th</sup> December to which representatives of Harpsden PC were invited.

**2416 Highways and Footpaths:** Harpsden PC was very grateful to DB for his Community Fund paying for the traffic and speed surveys of Gillotts Lane and the valley road. It was agreed that one radar should be fixed on the telegraph pole in front of the village hall and the other on a telegraph pole on the right hand side of Gillotts Lane going downhill. OM would advise ST which pole would be the most suitable. ST would liaise with Nigel Clarke at OCC regarding the date of their installations.

**2417 South Oxfordshire District Councillor's Report:**

**2417.i SHMA:** Covered in 2414.ii.

**2417.ii:** The Community Investment Fund was closing on 21<sup>st</sup> December 2013 and still had £218,000 to spend on capital projects. These had to be projects without ongoing maintenance costs, so could not be used for road safety improvements.

**2418 SODC's Community Governance Review:** The final terms of reference had been agreed and distributed. Shiplake had requested a boundary change to incorporate land south of Bolney Lane and land north of Woodlands Road, which would incorporate Thames Farm and the former Wyevale site. Henley had requested amending the boundary to include land north of Gillotts Lane and land south of Greys Road, although the exact extent of these boundary changes was unclear. It was suggested that if Shiplake were to absorb land south of Bolney Lane, Harpsden could bid for land along the A4155 to Memorial Avenue. It was agreed, however, that any boundary changes during the NP would be detrimental to the plan and should not be considered. KG would write another letter to SODC in this regard. **Action: KG**

**2419 Support for Chilterns Conservation Board:** Harpsden had received excellent support from the Chilterns Conservation Board in the past and specifically from Colin White, and proposed making a £25 donation to them under Section 137. This was seconded by MP and agreed unanimously. ST would write a cover letter. **Action: ST.**

**2420 Planning Matters**

**2420.i SODC Decisions**

**P13/S1640/HH**

Redhatch, Harpsden Woods, Harpsden, RG9 4AF  
Construction of new garaging/studio

**PLANNING PERMISSION GRANTED AFTER APPEAL**

**P13/S2024/LDP**

Harpsden Wood Cottage, Harpsden Woods, RG9 4AF

Certificate of lawful development for proposed two storey front extension and single storey rear extension

**CERTIFICATE GRANTED**

**P13/S2260/FUL**

Former Dairy Building, 1 Upper House Farm Cottages, Kings Farm Lane, Harpsden RG9 4JF

Conversion of former dairy building to 2 bedroomed dwelling incorporating parking and residential amenity space

**PLANNING PERMISSION GRANTED**

**P13/S1804/A**

Gillotts School, Henley on Thames, RG9 1PS

One non illuminated monolith style free-standing sign, installed adjacent to roadside

**PLANNING PERMISSION GRANTED**

**P13/S2344/FUL**

Gillotts School, Gillotts Lane, Henley on Thames, RG9 1PS

Relocation of three existing storage containers, new concrete slab base and erection of perimeter close boarded fence enclosure

**PLANNING PERMISSION GRANTED**

**P13/S2388/HH**

Thameside Court, Bolney Road, Lower Shiplake, RG9 3NR

Proposed heat pump plant room lean-to extension

**PLANNING PERMISSION GRANTED**

**P13/S2604/FUL**

The Pippins & Hurstbourne, Northfield Avenue, Lower Shiplake, RG9 3PD

Demolition of two existing dwellings. Erection of two new detached dwellings

**PLANNING PERMISSION GRANTED**

**P13/S2681/AG**

Upper Bolney Farm, Woodlands Road, Harpsden, RG9 4AQ

Erection of a general purpose agricultural building

**NO PLANNING PERMISSION NEEDED**

**P13/S2737/HH**

Garden House, Bolney Road, Lower Shiplake, RG9 3NR

Erection of garden storage shed

**PLANNING PERMISSION GRANTED**

**2420.ii Outstanding Applications and Appeals**

TPOs on trees along the boundary of Thames Farm with the A4155, plus its boundary with Harpsden Woods alongside the bridle path known as Harpsden Bridleway.

**2420.iii Thames Farm** Outline planning permission for 110 houses had been refused. It was unclear if the developers would appeal.

**2421 Financial Matters**

**2421.i Bank Balances and Reconciliations**

Community Account: £0.00

Business Saver Account: £5,585.10

ST had previously circulated by email the bank reconciliations for the two months to 21<sup>st</sup> October 2013 for the Community and Business Saver Accounts and both were now approved by Councillors and signed by the Chairman. They are attached to the minutes at Appendix 2, 3, 4 and 5.

**2421.ii Approval of Payments**

ST tabled the following payments for approval:

<u>Item</u>	<u>Amount</u>	<u>Power</u>
CAB donation	£50.00	Section 137
Clerk's salary	£930.00	
Clerk's PAYE	£232.50	
Clerk's expenses	£16.00	
RBL poppy appeal wreath	£20.00	War Memorials Act 1923 s. 1, Local Govt Act 1948, s. 133
M. Hooker flagraising	£50.00	War Memorials Act 1923 s. 1, Local Govt Act 1948, s. 133
Chilterns Conservation Board	£25.00	Section 137

The donations to the CAB and the CCB were proposed by Councillor Plews, seconded by Councillor Moss and carried unanimously. Other payments were authorised by a resolution of the Council and initialled by the Chairman and are attached at Appendix 6.

**2421.iii Budget vs Actual Expenditure:** This was circulated by ST and approved by Council and is attached to these minutes at Appendix 7.

**2422 AOB**

**2422.i.** Councillors had been saddened by the news of the death of Rolf Blach, a former parish councillor. KG would write a letter on behalf of the PC to his widow, Lynette Blach.

**2422.ii** As Mr Richard Wilson had declined the invitation to be co-opted as a parish councillor, OM suggested asking Mr David Chenery of Gillotts Lane and KG suggested Mrs Hilary Andrews of Upper Bolney Lane.

**2423 Date of next meetings:**

Monday 20<sup>th</sup> January 2014 at 7.45pm

Monday 17<sup>th</sup> March 2014 at 7.45pm

APM: Wednesday 30<sup>th</sup> April 2014 Time to be confirmed

Monday 19<sup>th</sup> May 2014 at 7.45pm

Monday 28<sup>th</sup> July 2014 at 7.45pm

Monday 15<sup>th</sup> September 2014 at 7.45pm

Monday 17<sup>th</sup> November 2014 at 7.45pm

Approved:..... Date: .....

Kester George, Chairman