

# HARPSDEN PARISH COUNCIL

## Minutes of a Meeting of the Council held at Harpsden Village Hall on Monday 18<sup>th</sup> September 2017

Present:	CLlr Kester George (KG)	Chairman
	CLlr Tony Wright (TW)	Deputy Chairman
	CLlr Matthew Philips (MP)	Parish Councillor
	CLlr Catherine Rubinstein (CR)	Parish Councillor
	CLlr David Bartholomew (DB)	OCC Councillor
	CLlr Paul Harrison (PH)	SODC Councillor
In attendance:	Mrs Sarah Tipple (ST)	Clerk
	Mr Sam Austin	Parishioner of Oak Farm, Harpsden Bottom

**2713 Welcomes and Apologies:** There were no apologies. ST introduced a local parishioner, Sam Austin (SA), who wanted to discuss with Councillors his plan to submit a planning application for a dwelling at Oak Farm, Harpsden Bottom, where he currently managed the farming and equestrian enterprise. His family was currently renting a flat from the owners of Old Place, but had learned that this was soon to be sold. SODC had been broadly accepting of the principle of development at the pre-planning phase. SA invited Councillors to carry out a site visit, which they welcomed. **Action: ST to find a suitable date.** SA left the meeting at 8pm.

**2714 Declarations of pecuniary interests and/or requests for dispensations from Members regarding any item on this agenda:** There were none.

**2715 Approval of Minutes of last Council Meeting on 17<sup>th</sup> July 2017:** The minutes were approved and signed as a correct record.

**2716 Matters arising:**

**2694: Manorial Waste and the Path to Redhatch Lodge:** OCC had stated that the track to Redhatch Lodge was not a public footpath. KG would now make the owner aware that despite the erection of the gates, the track remained a public right of way. He would copy the letter to OCC to ensure this was on record. **Action: KG**

**2707: Substation on Woodlands Road:** SODC's enforcement officer, Emma Turner, had confirmed that the installation of the substation fell within permitted development and thus did not require planning permission. OCC Highways had requested the erection of a large fence around the site which would however need planning permission. TW would suggest to Emma Turner that the site could be relocated within the landowner's land, preferably out of sight of the road and footpaths. **Action: TW**

**2708: Bremont Watches:** KG had decided against writing to Henley Town Council expressing disappointment in their support for Bremont's revised application, though he would make the point in his reply, attached at Appendix 1, to Dieter Hinke's letter in the Henley Standard of 15<sup>th</sup> September. TW had asked Paula Fox at SODC why Harpsden Parish Council had not been notified of the date for their Committee meeting at which the application was to be heard. ST reported that she had been notified of the Gladman application which was to be heard on the same date, but wondered if the Bremont email had gone into her spam email, as it had for Shiplake Parish Council.

**2717 South Oxfordshire District Councillor's Report:** Paul Harrison's full report is attached to these minutes at Appendix 2. The main points relevant to Harpsden were as follows:

- SODC was seeking a Judicial Review (JR) of the decision to uphold the Thames Farm appeal. The grounds on which it was seeking a review were that i) the Inspector failed to address the proposed development's conflict with the spatial strategy policies in SODC's development plan, and ii) that the Inspector failed to address SODC's arguments concerning the application of a 20 per cent buffer as advised in paragraph 47 of the national planning policy framework. PH agreed to find out from SODC what these two phrases meant. Action: PH. The next stage was for the High Court to agree that there were grounds for a JR and depending on its decision, the appeal decision would either stand or there would be a JR.
- Shiplake was also seeking a separate JR of the Thames Farm appeal decision and their reasons would be published in due course.
- The planning enforcement process at Little Hill House was ongoing. SODC could not put more resources into the enforcement effort as, unlike Food Hygiene inspections for example, enforcement was not governed by law. The owners had not yet applied for retrospective planning permission.
- The publication version of SODC's new Local Plan would be considered by Cabinet on 21<sup>st</sup> September and by full Council on 28<sup>th</sup> September. Subject to its approval for publication, the document would be available for public comment between 11<sup>th</sup> October and 22<sup>nd</sup> November. As the document was over 180 pages long, ST would send Councillors the link to the draft local plan now and the final version once it had been approved. Action: ST.
- the changing area at Henley Leisure Centre was set to benefit from a major refurbishment with work starting in November.
- From 1<sup>st</sup> October, OCC was increasing charges for disposal of non-household waste such as sinks, baths, kitchen units and plasterboard at its Recycling Centres, although it remained free to dispose of household items. With a possible increase in flytipping as a result of these charges, PH urged Councillors to report flytipping to SODC's environment enforcement officers as soon as possible on 01235 422403.

**2718 Oxfordshire County Councillor's Report:** DB's full report is attached at Appendix 3. In matters more specific to Harpsden:

- Third Reading Bridge: The Strategic Outline Business Case (SOBC) document had been subject to a preliminary review by OCC officers, who had raised several queries. DB had been expecting a Bridge Steering Group meeting to discuss these queries, but had just discovered that Matt Rodda, MP had convened a meeting of the Steering Group that day and from which he had been excluded, despite having promised cooperation and dialogue. The bridge proponents seemed content with the SOBC and were asking interested parties to jointly fund the £750,000 for the next stage – the Outline Business Case. The final project cost was estimated at well over £100m.
- Retirement Village P16/S3438/O (Amendment): Further documents had been submitted by the applicant. They were again trying to push the footpath to be a deferred matter to be dealt with by a Section 278 Agreement, which OCC Highways had accepted. However, much of their application had not been updated to reflect the footpath, which would require the removal of many trees and the creation of a buttressed/piled structure to accommodate the footpath as the land sloped away from the highway, both of which led to a destruction of the rural character of the area. DB urged the PC to review the applicant's Landscape Impact Assessment and the SODC Countryside Officer's report, which both now appeared to be inaccurate, largely because the Landscape Visual Impact survey had disregarded the footpath, and the Countryside Officer's report had not taken account of the removal of the trees around the periphery of the site. Action: KG
- SODC's Housing Targets: A recent statement from the Housing Minister, Sajid Javid MP, indicated that South Oxfordshire's current figure of an additional 725 – 825 dwellings per annum would be reduced to 617 meaning a reduction of between 108 – 208 dwellings per annum. This arguably meant an immediate return to the Council having a five-year land supply. These figures were out for consultation and DB encouraged everyone to comment:

<https://www.gov.uk/government/consultations/planning-for-the-right-homes-in-the-right-places-consultation-proposals>

- Chiltern Edge School: Officers had recommended that a proposal for closure notice should not be issued and that a review of the improvement process should be undertaken by an outside body such as Ofsted in October. This recommendation had gone to Cabinet in July and had been unanimously approved.
- Local Roads: substantial patching and pothole repair had been completed on Woodlands Road and it would be surface dressed at a future date. Sheephouse Lane/Harp Lane which linked the valley road to the A4155 near Tesco had been deemed to be in such a poor state of repair that it would be too expensive to repair. DB had asked for more information on this and for an assessment of the valley road through the village.
- A4155 near Flowing Spring: The A4155 had been closed for about three weeks and work was expected to be completed by the end of October. The diversion routes had been closely monitored and signs had been readjusted as necessary. CR had written to the Chilterns Cycleway asking them to warn cyclists of the increased traffic and danger along their route through Harpsden and Binfield Heath as a result of the diversion.
- Bremont Watches Factory: DB had attended the Committee meeting and had objected, but the proposal had been unanimously accepted by the Committee. Two members, however, had expressed concerns about the traffic impact on Henley. Councillors were disappointed with Henley Town Council's 'pick and mix' approach to sites which had and had not been included in the Neighbourhood Plan (NP).

## **2719 Planning Matters**

### **2719.i SODC Decisions**

#### **APP/Q3115/W/16/3161733**

**Thames Farm, Reading Road, Lower Shiplake, RG9 3PH**

Appeal upheld

#### **P17/S2032/HH**

**The Coach House, Harpsden, RG9 4AP**

Alterations & extensions to the dwelling to include 2-storey side and rear extensions, changes to fenestration and cladding of central gable features

Permission granted

#### **P17/S2035/FUL**

**The Lodge House, Harpsden, RG9 4AP**

Replacement dwelling

Permission granted

#### **P17/S2746/HH**

**Minstrels, Woodlands Road, Harpsden, RG9 4AB**

Single and two storey extension to the northeast of an existing detached dwelling. Single storey link between existing garage and dwelling

Permission granted

#### **P17/S2635HH**

**Huntswood House, Harpsden Bottom, RG9 4HY**

Demolition of garage and erection of replacement 2-bay garage

Permission granted

**2719.ii Outstanding Applications and Appeals:**

**P16/S2861/O (Outline)**

**Mount Ida, Reading Road, Lower Shiplake, RG9 3PH**

Outline planning permission for the demolition of the existing dwelling and the erection of seven dwellings with matters of access, layout and scale for consideration

**P17/S3119/FUL**

Barn at Thames Farm, Reading Road, Lower Shiplake, RG9 3PH

Change of use of barn to 4 residential units (C3) plus associated parking in the form of proposed outbuilding, courtyard, landscaping, demolition, and amendments to access onto Reading Road.

**2719.iii Thames Farm/Wyevale:** The owner of Thames Farm had re-submitted her application to convert the Barn into four dwellings presumably because the appeal at the main Thames Farm site had been upheld. TW had written a letter to OCC Highways in which he expressed deep concern over the proposed pedestrian crossing of the A4155 and urged OCC to pay a site visit. Action: TW to circulate a copy of the letter to Councillors. Alex Hershman (AH) had requested an audience at the next Parish Council meeting as SODC had accepted his argument that developing the Wyevale site as it had been designated in the NP would be unprofitable. It was agreed that an interim Parish Council meeting should be held in October to discuss the Council's response to AH and that he should be invited to the meeting in November. Action: ST to suggest dates for an October meeting.

**2719.iv Planning Consultation Procedures:** It was agreed that planning applications would in future be circulated to all Councillors by email and if they wanted to see a hard copy they should contact KG directly.

**2720 Financial Matters**

**2720.i Bank Balances and Reconciliations**

Community Account:	£195.14
Business Saver Account:	<u>£8,230.70</u>
Total of both accounts:	£8,425.84

ST had previously circulated by email the bank reconciliations for the 2 months to 21<sup>st</sup> August 2017 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 4.

**2720.ii Approval of Payments**

ST tabled the following payments for approval:

<u>Item</u>	<u>Amount</u>	<u>Power</u>
Clerk's salary and expenses	£802.55	
Clerk's PAYE	£198.00	

The payments were authorised by a resolution of the Council and signed by the Chairman and are attached at Appendix 5.

**2720.iii Budget vs Actual Expenditure:** This was circulated by ST and approved by Council and is attached to these minutes at Appendix 6.

**2720.iv Presentation of Annual Return:** The Annual Return had been previously circulated by email now that the external audit opinion had been given. The Annual Return including BDO's certificate was

approved and accepted on TW's proposal which was seconded by CR. A copy of the Annual Return is attached at Appendix 7.

**2721 Statement of Internal Control:** On the advice of Philip Hood, the Council's internal auditor, ST had prepared the statement and had circulated it to Trustees. It was unanimously approved.

**2722 AOB:**

**i: No 2 Hall Cottages:** it was agreed that a discussion between the Trust and the PC would be beneficial to both parties prior to any formal planning application being submitted by the Trust for developing the site.

**ii Meeting with Crest Nicholson:** TW reported that Crest Nicholson (CN) was still willing to donate £175,000 to the community hall at Highlands Farm (HF) if someone could be found to run it. Henley Town Council had not yet been successful in finding a managing body. CN had also agreed to donate £108,000 to extend the Henley Circular Town bus services to HF, although Councillors agreed that the proposed first and last buses were insufficient for residents' needs. It had been agreed that improvements to Gillotts Lane had to be made before development at HF began. These included pinch points, the imposition of a 20mph speed limit and chicanes, with priority given to traffic travelling uphill.

**iii Casual Vacancy:** Following the resignation of Malcolm Plews, ST had issued a notice of a Casual Vacancy on the website and on the Parish noticeboard. It was agreed to contact a few known local parishioners to see if they would be interested in the role.

**2723 Dates of next meetings:**

Council Meeting: Monday 23<sup>rd</sup> October 2017 7.45pm

Council Meeting: Monday 20<sup>th</sup> November 2017 7.45pm

**Approved: ..... Date: 23<sup>rd</sup> October 2017**

**Kester George, Chairman**