

# HARPSDEN PARISH COUNCIL

## Minutes of a Meeting of the Council held at Harpsden Village Hall on Monday 19<sup>th</sup> March 2018 at 7.45pm

Present:	CLlr Kester George (KG)	Chairman
	CLlr Tony Wright (TW)	Deputy Chairman
	CLlr Hilary Andrews (HA)	Parish Councillor
	CLlr Catherine Rubinstein (CR)	Parish Councillor
	CLlr David Bartholomew (DB)	OCC Councillor
In attendance:	Mrs Sarah Tipple (ST)	Clerk
	Mr Henry Gummer (HG)	Parishioner

**2761 Welcomes and Apologies:** There were apologies from CLlr Matthew Phillips and CLlr Paul Harrison.

**2762 Declarations of pecuniary interests and/or requests for dispensations from Members regarding any item on this agenda:** There were none.

**2763 Approval of Minutes of last Council Meeting on 15<sup>th</sup> January 2018:** The minutes were approved and signed as a correct record.

**2764 Matters arising:**

**2728.vi: SSE Substation on Woodlands Road:** TW was concerned that the beech hedge surrounding the substation looked dead and it was agreed to monitor it until the spring.

**2730: Review of Parish Boundary at Highlands Farm:** It was agreed that the development at Highlands Farm, now called Highlands Park, fitted in better with Henley and that Harpsden would not object to the boundary move, as long as the land closer to Harpsden valley was not under threat.

**2753: Highlands Farm Outline Planning for 5 detached dwellings:** It was agreed that this was overdevelopment of the site and that ST would draft an objection to submit to SODC. Action: ST

**2755: Little Hill Cottage:** As the PC's comments on the retrospective application did not appear on SODC's planning portal, ST would resubmit them to SODC on headed paper and seek an explanation for their omission. Action: ST As planning permission had now been refused, ST would discuss the next course of action with SODC's enforcement team. Action: ST

**2759: Website:** Action carried forward to next meeting. Action: MP

**2765 OCC Councillor's Report:** DB's report is attached at Appendix 1. In matters more specific to Harpsden:

**i. Third Reading Bridge:** A meeting to discuss this had been held at Highmoor Village Hall on Thursday 18<sup>th</sup> January 2018. In addition to DB himself, speakers included the OCC officer monitoring the project and John Howell MP. The meeting was very well attended, and minutes had been circulated by the Highmoor Parish Clerk. Funding for the next stage of the project had not yet been identified.

**ii. Highlands Farm Development Impact on Gillotts Lane:** After the last PC meeting DB had exchanged further emails with the OCC officer, Geoff Arnold (GA) and copied his response to KG and TW. DB fully appreciated the importance of agreeing robust measures not only for Gillotts Lane but also for Sheephouse Lane and the main valley road through the village, but suggested that some would have to be funded with CIL money. DB did not know why the PC had not been consulted by SODC when agreeing the mitigation measures with Crest Nicholson. Action: KG to take this up with PH

KG had asked Geoff Arnold and Mark Francis at OCC to list in order of priority which safety measures agreed at a recent Gillotts Lane Residents' meeting would be the most effective, and to provide an estimated cost for each measure. DB agreed to escalate this if KG did not receive an adequate and timely response, although he did reiterate that Residents' Access Only would not be an option. Henry Gummer from Incline Cottage on Gillotts Lane was invited to speak on behalf of the Residents' Group and he made the following comments:

- They were disappointed in the response from Crest Nicholson

- Residents were very keen on a chicane at the top of the lane near the bridleway and would not object to a street light at that point if this was a Highways requirement
- Residents were equally eager to find out what safety measures could be recommended by OCC
- HG understood that CIL money would have to be used to implement some of the proposed measures and stressed that these were a priority for the allocation of the CIL expenditure in the interests of residents' and road users' safety
- He would get agreement from the boundary owners, including Gillotts School and Lucy's Farm, for a unified system of bollards
- HG stressed how important it was to keep the momentum going on Gillotts Lane and asked to be kept fully informed of progress made between the PC and OCC Highways. Action: KG/ST

**iii. Joint Henley Harpsden Neighbourhood Plan:** DB shared the PC's disappointment with the way the Plan had been disregarded by certain members of the NP governance committee and Henley Town Council in respect of the Thames Farm and Wyevale applications. As a further challenge to the plan was anticipated in respect of the former Wyevale site, DB offered his assistance to the PC with the route ahead.

**2766 SODC Councillor's Report:** PH's report is attached at Appendix 2. In matters more specific to Harpsden:

**i. Thames Farm:** SODC had lost their request to take the decision of the Planning Inspector to approve the Thames Farm application to the Court of Appeal, and this signalled the end of the road as far as opposition to the application went. KG was unwilling to accept Ricardo Rios's view (at SODC) that the 99 new dwellings at Thames Farm could not be offset against Henley's revised housing allocation numbers proposed in SODC's draft new Local Plan. DB's explanation that due to the site's proximity to the 'settlement' of Shiplake, some of the Thames Farm housing numbers might be credited to Shiplake in the new Local Plan, did not seem to square with Ricardo's view.

**ii: Reading Golf Course:** PH had heard rumours at SODC of potential development at Reading Golf Course, a significant part of which lay within South Oxfordshire. As yet no one had made an application or approached officers for advice.

**iii: Gladman Application:** Gladman's appeal to build 245 homes off the Reading Road in Emmer Green was expected shortly. It had been featured in a recent episode of Country File.

**2767 Joint Henley Harpsden Neighbourhood Plan (JHHNP):** Harpsden faced the choice of remaining in the JHHNP, extricating itself from the plan and devising a separate one, or having no plan at all. The deadline for submitting the revised JHHNP to SODC was 12<sup>th</sup> December 2018. After some discussion it was agreed that owing largely to a lack of financial resources and manpower, Harpsden would remain in the JHHNP. Nevertheless, CR argued that certain conditions would need to be tabled at the next governance meeting and asked for more time to prepare them. KG agreed to her request and undertook to take these conditions into consideration. Action: CR/KG

## **2768 Planning Matters**

### **2768.i SODC Decisions**

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

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

Permission now granted

**P17/S3932/HH Harpsden Wood House, Harpsden Woods RG9 4AF**

Proposed construction of a gatehouse to courtyard entrance incorporating additional covered parking spaces, now excluding subterranean car lifts.

Permission granted.

**P17/S4079/HH**

**Hunts Green House, Harpsden Bottom, RG9 4HZ**

Formation of dormers and roof space conversion above existing garaging and the construction of a single storey detached frameless glazed garden room  
Permission granted

**P17/S4037/FUL**

**Little Hill Cottage, Harpsden Bottom RG9 4HR**

Erection of detached replacement dwelling, underground store and outbuilding, together with alterations to access driveway and landscaping (amendment to permission P15/S3359/FUL) (Retrospective). (SODC was re-consulting on this application as the original application was not supported by the appropriate certificate of ownership. The plans submitted in connection with the application otherwise remain unchanged from the original consultation. Responses to the original consultation would be taken into consideration by the council when determining the application, in addition to any further comments received in connection with the current consultation)  
Permission refused

**P17/S4228/HH**

**Incline Cottage, Gillotts Lane, Harpsden RG9 4AY**

Proposed extension to family home  
Permission granted

**P17/S4313/FUL**

**No 2 Hall Cottages, Harpsden, RG9 4HH**

Demolition of existing dwelling and placement with two semi-detached cottages and widen existing access  
Permission granted

**P17/S4282/A**

**Highlands Farm, Highlands Lane, RG9 4PR**

2 x advertisements for forthcoming Highlands Park development, one positioned each side of Highlands Lane  
Permission granted

**P18/S0040/FUL**

**Oak Farm, Harpsden Bottom, Harpsden, RG9 4HY**

Erection of single dwelling house  
Permission granted

**2768.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. Target decision date 22<sup>nd</sup> December 2017  
It was expected that this application might now be granted planning permission as the development at Thames Farm was now going ahead

**P17/S4409/O**

**Highlands Farm, Highlands Lane, RG9 PR**

Outline planning application for the construction of up to five detached houses, with all matters reserved  
Target decision date: 12<sup>th</sup> February 2018  
ST to draft an objection letter

**P17/S0117/FUL and LB**

**Hunts Green Barn, Harpsden Bottom, Harpsden RG9 4HY**

Erection of new rear extension and glazed link to existing barn and cart shed attached  
No objection

**P18/S0307/HH**

**Pen y Bryn, Harpsden Woods, Harpsden RG9 4AF**

Single storey rear extension  
No objection

**P18/S0271/FUL**

**BBC Monitoring Station at Crowsley Park, RG9 4JJ**

Removal of existing satellite dishes and replace with new and additional satellite dishes within existing antenna compound and on adjoining land to the north of the compound.  
No objection

**P18/S0599/HH**

**Sheephouse Farmhouse, Reading Road, Henley, RG9 4HF**

Demolition of existing outbuilding, erection of new single storey outbuilding containing gym/games room and home office/store room  
No objection

**2768.iii Highlands Farm and Gillotts Lane:** covered above

**2768.iv Enforcement Investigation at Lavender Cottage ref SE17/503:** Mrs Claudia Rowberry of Rose Cottage had started enforcement proceedings for an alleged breach of planning control against her neighbour Mr A Martin of Lavender Cottage. ST would pursue this matter on behalf of the PC. **Action: ST**

**2769 Plans for Annual Parish Meeting**

The date of Wednesday 25<sup>th</sup> April at 7pm was agreed. CR suggested a discussion around the community of Harpsden such as a village website, a Parish Plan and additional community-focused events at the hall, with the aim of encouraging involvement from a younger sector of the population. Further ideas would be discussed and agreed by email.

**2770 Financial Matters**

**2770.i Bank Balances and Reconciliations**

Community Account:	£146.59
Business Saver Account:	<u>£4,990.78</u>
Total of both accounts:	£5,137.37

ST had previously circulated by email the bank reconciliations for the 1 months to 21<sup>st</sup> January 2018 and for the 2 months to 21<sup>st</sup> February 2018 for the Business Saver and Community Accounts respectively and both were now approved by Councillors and signed by the Chairman. They are attached to the minutes at Appendix 3.

**2770.ii Approval of Payments**

ST tabled the following payments for approval:

<u>Item</u>	<u>Amount</u>	<u>Power</u>
OALC GDPR training course	£48.00	
Clerk's salary and expenses	£831.40	
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 4.

**2770.iii Budget vs Actual Expenditure:** This was circulated by ST and approved by Council and is attached to these minutes at Appendix 5.

**2771: GDPR:** ST had attended an excellent training course organised by OALC and would circulate a summary by email. As the PC did not hold much data it was not thought that the changes to the data regulations would be too onerous. A Data Protection Officer would need to be appointed from amongst the Councillors as the Clerk was not allowed to take on this role. **Action: Volunteer to become DPO please?**

**2772 AOB:**

There was no other business

**2773 Dates of next meetings:**

- Annual Parish Meeting: Wednesday 25<sup>th</sup> April 2018 7pm
- Council AGM and Meeting: Monday 21<sup>st</sup> May 2018 7.45pm
- Council Meeting: Monday 16<sup>th</sup> July 2018 7.45pm
- Council Meeting: Monday 17<sup>th</sup> September 2018 7.45pm
- Council Meeting: Monday 19<sup>th</sup> November 2018 7.45pm

**Approved: ..... Date: 21<sup>st</sup> May 2018**  
**Kester George, Chairman**