

HARPSDEN PARISH COUNCIL

Minutes of a Meeting of the Council held virtually via Zoom on Monday 16th November 2020 at 7.45 pm

Present:

Cllr Kester George (KG)	Chairman
Cllr Hilary Andrews (HA)	Parish Councillor
Cllr Catherine Rubinstein (CR)	Parish Councillor
Cllr Sara Langton (SL)	Parish Councillor
Cllr Matthew Phillips (MP)	Parish Councillor
Cllr David Bartholomew (DB)	OCC & SODC Council
Cllr Leigh Rawlins (LR)	SODC

In attendance: Anne Marie Scanlon (AMS) Clerk

2976 Apologies:

There were none.

2977 Declarations of pecuniary interests and/or requests for dispensations from Members regarding any item on this agenda: There were none.

2978 Approval of Minutes of last Council Meeting on 18th MAY 2020: The minutes were approved and signed into the record by AMS on behalf of KG.

2979 Matters arising:

There were none

2980 Oxfordshire County Council Report: (attached at Appendix 1)

(i) IMPACT OF ROAD WIDENING ON A4155 AT THAMES FARM

DB had received complaints about the impact of the road-widening that fell into two categories:

- 1) There was a kink in the road where the widened section met the old road near Bolney Lane and that allegedly caused some drivers difficulties;
- 2) The widened road had increased speeding by motorists.

DB said that with regard to 1), he reported the matter to officers and they said the changes were in accordance with specification and there were no safety issues. With regard to 2), Shiplake PC had agreed to fund a speed survey which would provide hard evidence. The results had been delayed due to a failure with the monitoring equipment.

(ii) STREET LIGHTING ON THE A4155 AT THAMES FARM

Residents had asked DB why the streetlights on the A4155 at Thames Farm had been turned on, even though construction hadn't started, and nobody was living on the site. DB raised the issue with officers and received this response:

The street lighting for the section 278 works have been installed for the new road layout and in line with the British standard and OCC policy so we would not depart from this standard by turning lights off. They provide essential guidance for road traffic users to show that the road layout has changed with a new turning lane and pedestrian crossing points and would highlight any one crossing the road. We could not assume the crossing would not be used. Should the development be delayed in its

completion by a considerable timeframe then the Roads Agreement Team would need to assess the situation and decide what measures need to be put into place to accommodate this.

(iii) PROPOSED ALLOTMENTS AT THAMES FARM

DB had attempted to investigate this issue but had made little progress; Taylor Wimpey have had many other preoccupations in relation to this site.

(iv) UNNAMED ROAD LINKING A4155 TO HARPSDEN WAY (Sheephouse Lane)

A team went out on September 23rd and did a scoping exercise using the brief DB had agreed with the chairman. A drawing was being worked up to show the improvements OCC felt would be needed, and which would satisfy the aspirations of the Parish Council. Once the drawing was complete it would be sent for review by the PC and DB. OCC anticipated the works would cost much the same as those on Gillotts Lane (i.e. circa £100 - £120k). There would be more accurate pricing once the drawings were complete when these could be refined as the proposals evolved. As agreed informally, this would be another 50/50 funding arrangement.

(v) Regarding Shiplake

THAMES FARM: P20/S2808/DIS (DRAINAGE)

As previously advised, the drainage proposal from Taylor Wimpey (TW) had major implications for the area. Residents were aware of the details and around 150 objections were lodged on the SODC website. There was incredulity that TW had not been asked to undertake a revised Flood Risk Assessment (FRA). TW had since agreed to do an updated FRA which was anticipated for later in the month. Residents would have 14 days to comment on the report.

P20/S2103/FUL PROPOSED ERECTION OF 20 DWELLINGS TO REAR OF CROSSWAYS

DB had objected to this in both his capacity as County Councillor and as District Councillor. The PC had been copied on his response. (attached at Appendix 1b)

MP asked DB what the environmental impact would be from Taylor Wimpey pumping 'grout' into the ground at Thames Farm. DB said that the Environmental Agency had deemed this acceptable. He said that the Environmental Agency, Thames Water and SODC had found themselves in a difficult situation as planning permission had been granted. He said that a Resident Action Group (RAG) had been formed in Shiplake and that they would be seeking legal advice on whether the drainage issue represented a 'Material Change' to the planning application rather than a discharge of conditions.

DB said that there were other issues with Taylor Wimpey's plan. If surface water could not get through the ground it would affect the underlying water table. Given the issues with drainage and subsidence DB wondered how viable the site would be in the future. Shiplake were commissioning their own review of the Taylor Wimpey flood risk assessment.

MP asked if the problems with the Thames Farm site would affect the Wyevale site. DB said he had raised the issue with the planning officers and that the planning permission, unlike Thames Farm, had contained a condition that the builders provide a sustainable urban drainage system. Despite this the builders were apparently going to seek revised planning to include more houses on the Wyevale site.

HA asked DB about the Barn on the Thames Farm site and would it have the same drainage difficulties. The Barn was originally designated as four residences, but that number had doubled. DB said that regarding drainage the structure was already in place and that eight residences was a small number compared to 95.

The Council agreed that the repairs to Gillotts Lane were a welcome improvement, though drainage was still a problem. DB said that it was an ongoing discussion. KG said that while the top of Gillotts Lane was now much safer, the bottom was still dangerous and might call for further action.

2981 South Oxfordshire District Councillors Report: (attached at appendix 2)

(i) Covid-19

Covid was rising in Oxfordshire. LR said that Covid cases had been appearing across a range of ages and that was a significant issue. He said that the winter would be difficult and SODC had some discretionary funds it could deploy.

(ii) Planning

LR said that

1. The Government seemed to be less keen on the planning changes they had introduced – after those changes were met by protests from most quarters including some conservative MPs.

2. HPC should flag any planning application that was problematic for him to take to the planning committee.

3. the Crossways development proposal was attempting to piggyback on the controversial drainage measures that Taylor Wimpey were pursuing for Thames Farm.

(iii) Council Offices

Given that home working was a successful strategy during Covid, SODC had decided that their offices could be smaller so they would be moving their offices from the Crowmarsh site to Didcot.

2982 Planning Matters:

New Applications since the last meeting:

P20/S4151/FUL

The Cottage, Harpsden, RG9 4AP (Marina Caprotti)

Erection of a replacement dwelling.

Planning Officer Davina Sarac

Consult Ends 11th December 2020

Target Decision 28th December 2020

16/11/20 would object to this application as the building in question had never been a residence.

P20/S3943/HH

Treetops, Woodlands Road, Harpsden, RG9 4AB

Construction of detached garage at the rear of the property.

Planning Officer Hannah Gibbons

Consult Ends 18th November 2020

Target Decision 16th December 2020

16/11/20 HPC had no objections.

P20/S4109/DIS

(P20/S1671/LB)

Hunts Farm House, Harpsden Bottom, RG9 4HY

Discharge of Condition 3 (Joinery Details) on application P20/S1671/LB (Installation of five windows into Barn in North East and North West elevations)

Planning Officer Hannah Gibbons

Consult Ends 18th November 2020

Target Decision 16th December 2020

16/11/20 HPC had no objections

APPEAL

APP/Q3115/Y/20/325842

(P20/S1624/LB)

Hunts Farm House, Harpsden Bottom, RG9 4HY

Description of development: Installation of four conservation style rooflights in roof of Dairy rear south west elevation

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at <https://acp.planninginspectorate.gov.uk>.

Consult Ends 10th DECEMBER 2020

APP/Q3115/W/20/3258303

(P20/S1623/HH)

As above.

16/11/20 HPC had no comment to make on the appeal.

2982 (ii) SODC Decisions since the last meeting:

P20/S1611/HH

Larks Rise, Upr Bolney, RG9 4AQ

Addition of six dormer windows and ground floor side extension to existing detached garage with internal and external alterations.

Planning Officer Caitlin Phillpotts

AMENDMENT a/o 15 September

Alterations and extensions to the existing detached ancillary outbuilding / garage including a small side extension, the raising of the roof and the addition of three times dormer windows to allow for additional ancillary living accommodation. (As per amended plans submitted 15 September 2020).

TARGET 5th October.

Granted 5th October

P19/S4397/HH- AMENDED

Hunts Farm Cottage, Harpsden Bottom, Harpsden RG9 4HY

Provision of new access from main road and driveway. (Arboricultural method statement and amended plan received 22nd May showing the existing gate and fencing to be retained in the existing position.)

(Arboricultural Method Statement received 20 September 2020).

Planning Officer Mark Pullen

Granted 22nd October 2020

P20/S2825/EX

(RE P16/S0970/0

Thames Farm, Reading Road, Shiplake RG9 3PH

Additional environmental approval for an extension of time to application P16/S0970/0 (condition 2)

Planning Officer Emma Bowerman

GRANTED

P20/S2808/DIS
(RE P16/S0970/O)

Thames Farm, Reading Road RG9

Discharge of Conditions 11 – (Drainage) on Planning Application P16/S0970/O. Outline Planning Application for up to 95 dwellings and assorted public open space and landscaping. Means of access and strategic landscaping not reserved.

Fully discharged * Reserved for further consideration

P20/S2182/DIS

RE (P19/S4381/HH) Harpsden Court Harpsden RG9 4AX

Discharge of condition 4 (Tree Protection) on planning application P19/S4381/HH. Construction of greenhouse and swimming pool Harpsden Court gardens.

Planning Officer Caitlin Phillpotts

Fully Discharged

P20/S2182/DIS

(RE P19/S4381/HH)

Harpsden Court, Harpsden RG9 4AX

Discharge of Condition 4. (Tree Protection) on planning application P19/S4381/HH as per amended tree protection details submitted 15 September 2020. Construction of greenhouse and swimming pool Harpsden Court Gardens.

Fully Discharged

P20/S2898/DIS

Harpsden Court, Harpsden RG9 4AX

Discharge of Conditions 3 – materials and details as on plan and supporting documents unless otherwise specified by condition 4 & n 4 making good – south elevation (matching materials) on app ref P20/S0227/HH & P20/S0228/LB. Removal of first and ground floor bay windows on the south elevation replacement with windows to match the existing windows of the south elevation. Replacement and internal alterations of existing kitchen & new roof to the rear section at first floor over kitchen. New dormer window on North elevation of roof. Internal alterations.

Fully Discharged

2982 (iii) Outstanding Applications and Appeals:

P20/S1259/DIS

(RE P19/4180/FUL)

Upper Bolney House, Upper Bolney Road, RG9 4AQ

Discharge of Conditions 4 levels, 5 Spoil Distribution, 6 Planting & 8 Lighting on planning application for proposed riding school as addition to existing facilities.

Planning Officer Victoria Clarke

Target 28 May (NOT FULLY DISCHARGED A/O 9 NOVEMBER 20)

P19/S4049/FUL

Crowsley Park Lodge, Harpsden Bottom, RG9 4JD

Demolition of existing dwelling. Erection of proposed new four-bedroom dwelling.

Planning Officer Caitlin Phillpotts.

Consultation Period Ends 5th December

Harpsden Parish Council objects to the proposed demolition of the existing dwelling and to its replacement with a larger building that would be out of place in this very quiet rural corner of the Chilterns AONB, both because of its size and its shape.

Target 7th January 2020.
DECISION STILL PENDING A/O 9 NOVEMBER 2020

APPEAL

APP/Q3115/W/20/3247466

P19/S2024/HH

Bellehatch Park, Harpsden, RG9 4AN

Erection of single storey pavilion adjacent to tennis court (within Bellehatch Farm as per amended plans received 4th December 2019) (As per tree protection details uploaded 30th January 2020)

STILL OUTSTANDING A/O 9 NOVEMBER 2020

P20/S2103/FUL

Land to the rear of Crossways, Reading Road, Shiplake, RG9 4AA

Proposed erection of 20 dwellings with associated landscaping and parking (as amended by information on 15th October 2020 & 2 November 2020).

Planning Officer Katherine Pearce

Target 7th January 2021

16/11/20 DB had objected to this application and had been supported by KG on behalf of the Council.

P20/S2161/FUL

Johnson Matthey, Blounts Court Road, Sonning Common, RG9 9NH

Demolition of existing restaurant building and development of a new customer innovation centre within the existing Johnson Matthey site plus associated arrivals space, landscaping, access, servicing area and car parking. (Additional information received 30 October 2020)

Planning Officer Mark Pullen

Target 12th October 2020 (A/O 9 NOV)

P20/S3271/FUL

(RE P19/S2646/FUL)

Highlands Farm, RG9 4PR

Variation of conditions 1 (approved Plans) and 14 (boundary treatment) of application P19/S2646/FUL Full planning permission for a variation of housing mix at Highlands Farm (as consented under P17/S0024/RM), comprising the substitution of 85 dwellings in the central and south-western parts of the site with 113 dwellings; a net increase of 28 dwellings with 40% affordable housing maintained across the site, along with footpath connection (as amended to alter the route of the proposed footway off Highlands Lane and to provide minor adjustments to the development layout)

Planning Officer Tom Wyatt

Target 3rd December

P20/S2574/DIS

(RE P19/S2646/FUL)

Highlands Farm, RG9 4PR

Discharge of Conditions 7. (Tree Protection Arboricultural Method Statement) on planning application P19/S2646/FUL. Full planning permission for a variation of housing mix at Highlands Farm (as consented under p17/S0024/RM), comprising the substitution of 85 dwellings in the central and SW parts of the site with 113 dwellings, a net increase of 28 dwellings with 40% affordable housing maintained across the site, along with footpath connection (as amended to alter the route of the proposed footway off Highlands Lane and to provide minor adjustments to the development layout). App P19/S2646/FUL Condition 7 – following this grant of planning permission no

development shall take place until an arboricultural method statement to ensure the satisfactory protection and related trees during the construction period has been submitted to & approved in writing by the Local Planning Authority.

Planning Officer Tom Wyatt

Target Decision 13 November

2983 Reconsideration of criteria for spending CIL

- (i) HPC had, as agreed at the previous meeting, invested £100,000 of CIL money to CCLA.
- (ii) As agreed at the previous meeting HPC had agreed to contribute to Henley Town Council for the work on the JHHNP and towards the bus service.
HPC had received two invoices from HTC earlier that day but both had included VAT.

ACTION KG & AMS to investigate if the contributions were viable.

MP wanted to know if HPC had written assurance from HTC regarding the agreements made for the future relationship between the two. KG said that there was a written record of the agreement (attached Appendix 3) and as part of it HPC would have access to Jodie Rhymes for help with Planning proposals should they need it.

KG also noted that HPC owed thanks to both Cath Adams and Ken Arlett for their work on agreeing a sum and on the future nature of the relationship between Harpsden and Henley.

- (iii) The three major criteria for CIL expenditure remained unchanged.
- (iv) In the interim since the last Council Meeting CIL expectations had changed. HPC had been expecting two more instalments from Highlands Park, but Highland Park having successfully changed the original planning application to increase the number of houses, the remainder of the outstanding CIL monies would revert to Henley Town Council.

2984 Financial Matters

2984.i Bank Balances and Reconciliations (attached Appendix 4a)

Community Account:	£135.64
Business Saver Account:	£454,861.88

<u>Total of both accounts:</u>	<u>£454,997.52</u>
Total Amount of CIL Money:	£447,247.53

AMS had previously circulated by email the bank reconciliations for the 2 months to 31st October 2020 for the Community and Business Saver Accounts and both were now approved by Councillors and signed by the Chairman. They are attached at Appendix 3a.

2984.ii Approval of Payments

The following were approved for payment and are attached at Appendix 4b

Clerk Salary (less £50 loan repayment)	£1000.00
Remembrance Wreath	£25.00
CAB Donation	£60.00
Woodland Trust Donation	£300.00
CPRE Donation	£40.00

2984.iii Budget vs Actual Expenditure: This had been circulated previously and approved by Council and is at Appendix 4c.

2984.iv Review of the Internal Audit:

The Audit had been completed during the summer and HTC’s financial practices got a clean bill of health.

2984. v Review of the External Audit:

While the External Audit had been delayed due to Covid AMS reported that she had, that day, received an email from external auditors Moore seeking further information. AMS also said that part of the reason for the delay was that she had initially completed the audit incorrectly (during the summer) and having had discussions with the auditors via email and telephone had thought the audit was completed (on her behalf as RFO) and had been surprised at the latest batch of queries.

2984. vi Increasing the Precept:

KG proposed that HPC would ask for the annual Precept to be increased to the maximum allowed under the rules. Council voted unanimously to accept.

ACTION AMS would contact SODC and ask for the Harpsden Precept calculation to be increased to the maximum limit.

2985. Risk Assessment and Review of Financial and Non-Financial Controls

The updated Risk Assessment and Review of Financial and Non-Financial Controls had been completed and circulated by AMS prior to the meeting. The Council voted unanimously to accept it.

2986. Proposed dates for meetings in 2021:

AMS had previously circulated the proposed meeting dates for 2021 and these were unanimously accepted by Council (see below)

2987. AOB:

1. CR wished to know if there had been any developments regarding the JHHNP. KG said that things had been quiet but wished to express gratitude to David Whitehead of the Henley Society who had monitored construction closely and was of the opinion that Henley/Harpsden had fulfilled most of their obligations for houses under the plan.

2. The Council also expressed their collective sorrow at the destruction of Lucy’s Barn in bad weather and wished to convey their sympathy to the family.

2988 Dates of next meetings:

- Council Meeting 18th January 2021 7.45pm
- Council Meeting 15th March 2021 7.45pm
- Annual Parish Meeting April 2021 date & time to be decided
- Council Meeting 17th May. 2021 7.45pm
- Council Meeting 19th July. 2021 7.45pm
- Council Meeting 20th September 2021 7.45pm
- Council Meeting 15th November 2021 7.45pm

Approved: Date: 18th January 2021
Kester George, Chairman