

HARPSDEN PARISH COUNCIL

Minutes of a Meeting of the Council held at Harpsden Village Hall on Monday 19th November 2018 at 7.45 pm

Present:

Cllr Kester George (KG)	Chairman
Cllr Tony Wright (TW)	Deputy Chairman
Cllr Catherine Rubinstein (CR)	Parish Councillor
Cllr Hilary Andrews (HA)	Parish Councillor
Cllr Matthew Phillips (MP)	Parish Councillor
Cllr David Bartholomew (DB)	OCC Councillor
Cllr Paul Harrison (PH)	SODC Councillor

In attendance:

Ms Anne Marie Scanlon (AMS)	Clerk
Mr David Chenery (DC)	Parishioner
Mr Robin Dorkings (RD)	Parishioner

2817 Welcomes and Apologies: Apologies were received from Henry Gummer (HG) who was on business abroad.

2818 Declarations of pecuniary interests and/or requests for dispensations from Members regarding any item on this agenda: There were none.

2819 Approval of Minutes of last Council Meeting on 23rd October 2017: The minutes were approved and signed as a correct record.

2820 Matters arising:

2809 i: (minute 2759) Website: MP gave a report on updating the website which was unanimously approved. Action: MP to liaise with Martin Goodier to move all website data to new look website.

2809 ii: (minute 2804) Telephone Kiosk Library: BT had relinquished ownership of the telephone kiosk. CR had compiled a list of options towards creating a library in the kiosk. CR said that Shiplake had spent between £600 - £700 on converting their kiosk but that half of that sum was installing a light. Action: CR to approach Cllr Paul Harrison to see if the discretionary grant could be applied to the kiosk.

2809 iii: (minute 2802) Wyvale: KG said that he had still received no response from his email to Jane Murphy, SODC Leader. KG & AW had had meetings with Henley Town Council Planning where Ken Arlett indicated his support for Harpsden Parish Council.

2821 Presentation of Henry Gummer's report on Gillotts Lane by David Chenery and Robin Dorkings:

(i) David Chenery (DC) and Robin Dorkings (RD) attended by arrangement in place of HG to present the latter's report on Gillotts Lane (Appendix 1). To illustrate HG's 21-page report DC and RD tabled a large-scale map, colour-coded to show areas where OCC had made suggestions; areas where the report findings were in general agreement with OCC but HG recommended a slightly different location and thirdly, areas that, in HG's opinion, changes needed to be made to the road for safety reasons but which OCC were unwilling to pay for.

(ii) HG's report made four major recommendations. These can be seen in detail in the appended report but in short they were.

- a. That HPC appoint a traffic consultant agency. HG et al were not qualified, despite the extensive research they had conducted, and felt it would be cost effective to appoint an expert who knew the relevant legislation and the rules regarding Highways. KG wondered if this would not mean HPC doing – or at least paying for – OCC Highways work for them.
- b. The verges of Gillotts Lane needed to be protected from further erosion.
- c. White Gates were needed at entry points both to Gillotts Lane and to the village.
- d. There was a continued need to put pressure on OCC to ensure Crest Nicholson funded and implemented the suggestions within the report. Both RD & DC drew attention to the need for a 'pinch-point' at the top end of Gillotts Lane. They also wanted the white lines marking the edges of the Lane to be continuous, not intermittent.

(iii) KG said that there were two primary issues surrounding Gillotts Lane – what OCC Highways would agree should be done and who should pay for it. RD & DC said that they had assumed the recommendations by OCC would be paid for by Crest Nicholson. Further, they stressed, that the resurfacing of Gillotts Lane should be done properly as had happened with Sheephouse Lane. Eroded verges count as “surrendered land” and therefore it would be the responsibility of OCC to fill the muddy potholes and tarmac over them.

(iv) A question arose regarding the boundaries of Gillotts Lane. DB remarked that this question had arisen many times. RD replied that officially Gillotts Lane was a country lane and there was no official definition of how wide a country lane should be. DB said that Gillotts Lane was not in a programme for resurfacing. RD replied that while Gillotts Lane may be officially a 'country lane' that OCC should give it more priority due the increased traffic already generated by the Highland's Farm development and the traffic that would be generated by it in the future. DB agreed that the edges of Gillotts Lane were in poor condition and should be repaired. He had added that some residents objected to kerbs and similar boundaries because that was considered urbanization.

(v) One of HG's recommendations was to have bollards along one side of Gillotts Lane. HG had received a quote of approximate £11,000 from Oscar Sky for purchase and installation of 100 bollards, (85 standard bollards and 15 for difficult areas, such as in hedges). DB informed the Council that OCC did not officially approve bollards. RD replied that he understood that bollards could not be chained or joined.

(vi) RD stated that he would like to see the speed limit in Harpsden Village reduced to 20 MPH. DB replied that reducing the speed limit was a very costly exercise with an approximate budget of £5,000. He further remarked that lowering the speed limit could have other consequences such as more developments. KG said that given all this he was doubtful that the Council would reduce the speed from 30 to 20 mph.

(vii) The report also suggested that large vehicles and lorries should not be allowed through the village.

(viii) A 'Blind Corner' sign should go up at Lucy's Corner. Although there was a mirror it was not an official installation by OCC. The report also suggested a permanent passing bay opposite Holly Tree Cottage. DB said that if the land is available and there are no objections, Highways would move forward with that.

(ix) Both RD and DC had expressed frustration that they could never contact the same person or meet with a decision maker as each call, email or enquiry was answered by a different person. DC said this was particularly frustrating as early plans for repairs to Gillotts Lane had included three Pinch Points. Without explanation these had disappeared from the plans and to date there had been no explanation as to why. KG said that HPC had been unanimously in favour of a chicane on Gillotts Lane. The difference between a chicane and a pinch point was that the former required a TRO while the latter did not. DB added that a chicane also required street lighting, which many residents objected to for its urbanizing effect.

(x) RD and DC had told DB that their primary concern, and that of the report produced by HG, was safety. MP had asked DB what the most effective road safety structures were. DB said that some of the most effective measures were also the most urbanizing. HPC and the parishioners involved in the report did not want the essential rural character of the village to be disturbed.

(xi) KG then suggested that HPC reconvene at a special meeting to discuss HG's report and its findings.

2822 OCC Councillor's Report: DB's report is attached at Appendix 2. In matters more specific to Harpsden:

i: Town & Parish Liaison Event: DB reminded HPC of the event which will occur on 17th January 2019 in Sonning Common Village Hall between 2pm – 5pm. He urged as many councillors’ as could to attend.

ii: Village Road Repairs: DB suggested that HPC lobby Paul Fermer (Paul.Fermer@Oxfordshire.gov.uk) to put a proper top dressing on to the partially restored valley road through the village.

iii: Overhanging Vegetation: The overhanging vegetation has been cut back and DB reported he had been thanked and criticized in equal measure.

iv: Wyvale: DB had attempted to attend the Planning Meeting on 26th September but it had been deferred pending a viability report. The value of the land had been downgraded to £2 million.

v: Traffic on A1455: DB had attempted to draw attention to the severe problem on this road, outside the Esso Garage, where large vehicles had to mount the pavement in order to pass vehicles coming the other way. After his visit to the site, reported at the September meeting of HPC, the problem was now recognized by senior officers in OCC. An engineer had visited and a report will be forthcoming. The road was clearly unsafe for pedestrians at this point, added to which it did not provide proper support for the several developments already approved or in prospect along the road towards Reading. DB then provided (KG) and (AW) with copies of email correspondence he had had on this issue adding that HPC would be able to use this evidence in planning objections. In DB’s view the narrowing of the road outside the Esso Garage was the main cause of much of the congestion and tail-backs in central Henley.

vi: Third Bridge for Reading: DB reported that Berkshire Council were still very much in favour of this. DB was attending the upcoming Transport Forum for affected councils on Tuesday 26/11/18. The Council questioned whether the bridge could go ahead without agreement from Oxfordshire and DB said they could be forced to under by ‘Duty to Cooperate’.

vii: Matching Funds: DB reminded the Council that he had £500 matching funds that could be used for White Gates, sign cleaning etc. Requests needed to be made before the end of the Financial Year (March 2019).

2823 SODC Councillor’s Report: PH’s report is attached at Appendix 3. In matters more specific to Harpsden:

i. Renewable Energy Workshop: Thursday 22nd November. PH informed Council that places were still open should they want to attend.

ii: New building sites will be revealed on 5th December.

iii: Oxford-Cambridge Expressway: PH repeated the remarks he had made and the previous meeting (minute 2811 (iii)) regarding the route. MP enquired whether the route would have any direct impact on Harpsden and PH said it should be minimal.

iv: Joint Strategy Spatial Plan will have a three-year land supply. All of S. Oxon would gain from SODC needing to have only a 3 year supply of land for housing, whether or not they had a neighbourhood plan.

v: Business Awards & Gigabit Scheme. Both these items were on the HPC website.

vi: Community Grants. Applications must be received before 17th December. The telephone kiosk could be eligible for a grant to turn it into a library. PH said White Gates could be applied for. MP asked about the Harpsden Preschool benefitting from a grant and PH said that it was a possibility.

vii. Free Parking in Henley. This item was on HPC website.

2824 JHNP (including AW’s meeting with John Howell MP):

AW’s report is attached at Appendix 4. Issues arose as follows

(i) AW had asked John Howell if SODC could arbitrarily change the usage of a site as designated in the NP. In the minutes of the meeting this had been recorded, erroneously according to AW, that changing site was a minor item. AW had queried the minutes and was awaiting

confirmation from John Howell that he had said that once the NP was approved it became part of the District Plan and SODC had no power to change the usage.

- (ii) MP asked if houses built on Wyvale could be credited to Shiplake. AW said “absolutely not” in John Howell’s view.
- (iii) AW remarked that SODC’s emerging Local Plan had rated every village, hamlet and town on the facilities they offer. Henley had scored 880 whereas Lower Shiplake rated 60. AW presented this as evidence that crediting Wyvale to Shiplake had little logic.

2825 CIL:

The first deposit of CIL money totalling £134,267.25 had been received on 24th October. This money would be used for the following in order of priority.

- A. Gillotts Lane
- B. Valley Road, through the village.
- C. Sheephouse Lane

KG added that Henley would like a financial contribution towards updating the NP. And also for – a crossing on Greys Road as well as an authentic, approved, device for monitoring air quality. The current device was not approved by SODC.

2826 Planning Matters

2826.i SODC Decisions

P17/S4037/FUL

Little Hill Cottage, Harpsden Bottom RG9 4HR (Holly House)

Erection of detached replacement dwelling, underground store and outbuilding, together with alterations to access driveway and landscaping (amendment to permission P15/S3359/FUL) (Retrospective). (The council is 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. If you have already made a submission in response to the original consultation, those comments will 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 & **APPEAL subsequently lodged. Appeal start date 24/9/18. APRIL 2-4**

P18/S1046/FUL

Land at Sheephouse Farm, Reading Road, Henley on Thames, RG9 4HF

Proposed construction of energy centre plant building and enclosure in connection with new watch making and administrative building approved by application P17/S1888/FUL.

Application Withdrawn 12/10/18

P18/S1868/FUL

Harpsden Wood House Harpsden Woods Harpsden RG9 4AF

Proposed erection of a woodland maintenance barn

Planning Permission Granted 27/9/18

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 22nd December 2017

REFUSED 21/9/18. No Appeal lodged.

P18/S1477/FUL

The Coach House, Mays Green, Harpsden RG9 4AP

Replacement dwelling. **Granted. 17/10/18.**

P18/S1593/HH

Southwood Upper Bolney Road Harpsden RG9 4AG

Demolition of existing single storey front and side extension and three existing outbuildings. Erection of a single storey side and front extension, ancillary works and a detached double garage.

GRANTED 22/8/18

2826 ii. Outstanding Applications and Appeals:

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: 12th February 2018 Says it's decided but still open.

P18/S3013/DIS

Highlands Farm, Highlands Lane, RG9 PR

Application for Discharge of condition 21 – condition for proposed pedestrian link through SM & SSSI on application P16/S00770/O Outline Planning application (all matters reserved except for access) for the phased development of the demolition of existing buildings and the construction of up to 170 dwellings along with up to 2000 m2 B1 employment space, a community hub, public open space, sustainable urban drainage, earthworks, structural planting, substations and associated infrastructure (as amended by drawings and accompanying additional information received 4 October 2016) NOTE KG to speak to Patrick Fleming.

TARGET 22/10/18. Tom Wyatt Planning Officer

P18/S0951/O

Wyevale Garden Centre, RG9 4AE

Outline planning permission for demolition of all existing structures, development of B1 and/or B2 and/or D1 floor space and required parking and servicing facilities on the south-eastern part of the site; development of up to 40 dwellings on the rest of the site; off-site highways works together with associated open space and landscaping. All matters to be reserved with the exception of access. (As clarified by additional information accompanying Agents email dated 3 May 2018).

TARGET 27/9/18

P18/S1427/FUL

The Stables, Bellehatch, Harpsden RG9 4AP

Replacement dwelling

TARGET 3/7/18

New Applications since the last meeting:

P18/S3210/O

Land to the East of Reading Road, Lower Shiplake, RG9 4BG

Outline application for the development of land to the East of Reading Road to consist of an extra care development of up to 65 units comprising of apartments and cottages (Use Class C2); associated communal

facilities; provision of vehicular and cycle parking together with all necessary internal roads and footpaths; provision of open space and associated landscape works; and ancillary works and structures.

Consultation to be returned not later than 12 Noon 25 October 2018. Objection lodged on behalf of HPC by Clerk

2827 Financial Matters

2827.i Bank Balances and Reconciliations

Community Account:	£153.98
Business Saver Account:	<u>£7,675.10</u>
Total of both accounts:	<u>£7,829.08</u>

AMS had previously circulated by email the bank reconciliations for the 2 months to 21st September 2018 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 5a. AMS also noted the CIL payment of £134,267.25 which arrived after the date the bank statement was issued.

2827.ii Approval of Payments

AMS tabled the following payments for approval:

<u>Item</u>	<u>Amount</u>	<u>Power</u>
Clerk's salary July – September	£1,050.00	
Clerk's salary September - November	£1,050.00	
Clerk's expenses (4-month period)	£70.68	
Royal British Legion Wreath	<u>£25.00</u>	
Total of payments:	<u>£2,195.68</u>	

The payments were authorised by a resolution of the Council and signed by the Chairman and are attached at Appendix 5b. The proposed payment of £1116.00 (Centrewire, Stiles/Kissing Gates) having been almost twice the budgeted amount of £600 was held out pending an investigation into the number of stiles being proposed.

2827.iii Budget vs Actual Expenditure: This was circulated by AMS and approved by Council and is attached to these minutes at Appendix 5c.

2827.iv Update on Internal Audit: AMS informed the Council that the first stage of the audit had been successfully completed and a second tranche of documents requested.

2828. Harpsden Footpaths: It was agreed that HPC should continue to underwrite the replacement of local stiles with kissing gates.

2829 Risk Assessment and Review of Financial and Non-Financial Controls: AMS had previously circulated this document and highlighted the main changes and actions since its approval and adoption in November 2012 and its review in November 2017. KG proposed approving the review, which was seconded by TW. After a unanimous show of hands, it was resolved to approve the Review document.

2830 AOB: (i)KG presented correspondence from the Parish Church regarding parking signage. The Council agreed that if signs were movable and temporary then they had no objections. (ii) MP expressed concern that the new Hall Cottages were out of character with the rest of the village. He reiterated that it was important that new buildings blend in with the village. (iii) KG informed the Council that the Golf Club had abandoned its building plans and instead would be taking a bank loan to pay for the Club House refurbishments. (iv) MP said he would follow up on the various grants available by email.

The Council welcomed the initiative. Action MW to email DB and PH re Grants: (v) Finally, reverting to HG's report on Gillotts Lane, KG asked the Council to let him have their views on HG's recommendations by Monday 26th November, so he could judge if an extra meeting was needed on Monday 3rd December.

2831 Dates of next meetings:

Extra Council Meeting: Monday 3rd December 2018 7.45pm TBC (see above)
Council Meeting: Monday 21th January 2019 7.45pm
Council Meeting: Monday 18th March 2019 7.45pm
Annual Parish Meeting: April 2019 date TBC
Council Meeting: Monday 20th May 2019 7.45pm
Council Meeting: Monday 22nd July 2019 7.45pm
Council Meeting: Monday 16th September 2019 7.45pm
Council Meeting: Monday 18th November 2019 7.45pm

Approved: Date: 21st January 2019
Kester George, Chairman