

HARPSDEN PARISH COUNCIL

**Minutes of a Meeting of the Council held
In Harpsden Parish Hall on
Monday 21st
November 2022 at 7.45 pm**

Present: Cllr Kester George (KG) Chairman
Cllr Catherine Rubinstein (CR) Parish Councillor
Cllr Dominic Day (DD) Parish Councillor
Cllr Matt Leeman (ML) Parish Councillor

In attendance: Cllr Leigh Rawlings (LR) SODC
Cllr David Bartholomew (DB) OCC & SODC
Anne Marie Scanlon (AMS) Clerk

4018 Apology for Absence:
Cllr Matt Phillips (MP)

4019 Declarations of pecuniary interests and/or requests for dispensations from Members regarding any item on this agenda: There were none.

4020 Approval of Minutes of last Council Meeting on 18th July 2022:
The minutes were approved.

4021 Oxfordshire County Council Report: (attached at Appendix 1)

DB presented his general report (attached) for OCC and then addressed matters specific to Harpsden.

(i) UNNAMED ROAD LINKING A4155 TO HARPSDEN WAY (SHEEPHOUSE LANE)

The improvement works would take place from 28 November to 07 December. A Temporary Traffic Regulation Order had been made to implement the temporary closure and “No Waiting” restriction. The road would be closed for 24 hours but there would be access for emergency service vehicles and for those frontages within the closure area.

DD said he would visit the site to see if work was being carried out as HPC had intended. HPC requested that the Clerk get the most up to date plans from OCC.

ACTION AMS to email DB and Daniel Depp at the earliest opportunity.

SPECIFIC SODC REPORT FOR HARPSDEN

(i) JOINT HENLEY AND HARPSDEN NPR - 24 NOVEMBER

DB said that HPC should have received an invitation to send a ‘counting observer’ to the count, which would take place immediately following the close of the poll at 10pm on Thursday 24 November 2022 at Christ Church Centre, 46 Reading Road, Henley-on-Thames, RG9 1AG.

KG said that he had had questions from many neighbours who were concerned about the JHHNP. Many did not understand that if the referendum did not show a majority in favour of the Plan it would leave the area open to speculative development. People were concerned about some of the sites on the Plan, mostly Gillotts field and thought that accepting the plan would mean that development of the site was inevitable which was not the case.

(ii) **UNNAMED ROAD LINKING A4155 TO HARPSDEN WAY (SHEEPHOUSE LANE)**

There had been no objections and the road name was officially changed from ‘Unnamed road’ to ‘Sheephouse Lane’. The new street name plates would be installed within ten weeks.

(iii) **P21/S4271/RM WYEVALE 40 DWELLINGS**

DB said that the developer had submitting an amended RM application *for* which he was broadly supportive of but he still objected to the plan to extend the 30mph limit towards Henley.

(iv) **P21/S5382/FUL WYEVALE 55 DWELLINGS**

DB had been told in April 2022 that this planning application would be refused. He was now assured that the refusal would be issued before the end of November.

(v) **P17/S3119/FUL BARN CONVERSION AT THAMES FARM**

As work had not commenced in April, the planning permission had lapsed in the view of SODC. The developer was challenging this.

(vi) **P20/S2808/DIS: THAMES FARM**

DB shared the response from Taylor Wimpey in response to the request that they commence the tree replanting program.

“We have been advised that in order for the tree planting to be successful the ground remediation within a certain proximity should be completed first. We are committed to the development and hope to start ground remediation as soon as we can and therefore commence the tree planting accordingly.”

DB had asked the SODC Deputy Chief Executive to reply to TW to state that this response was unsatisfactory, and to query that if the highway was safe, why would it not be safe to plant trees along the highway.

DB was awaiting a further response from Taylor Wimpey.

4022 South Oxfordshire District Councillors Report (attached at appendix 2)
LR’s report is attached.

The following items were discussed with the Council

- (i) LR said he hoped for a strong vote to accept the JHHNP but was worried that previous adverse planning decisions had undermined confidence. He said that the Crossways development had raised questions about the border between Shiplake and Harpsden. KG said that the A4155 was much the clearest boundary. LR agreed that normally a road like that would be seen as an obvious boundary but because of Crossways the next NP would need to reconsider the boundary between the two parishes.

- (ii) LR said that SODC's proposals for increased CIL rates had completed inspection. They had been approved by Cabinet and were set for final approval by council on 8th December.

There would be three zones

- Brownfield built areas of Didcot and Berinsfield (lowest rates)
- The south of the district south of a line just above Goring, up to Nettlebed and down across to Henley (highest rates)
- The rest of the District – excluding the Greenfield Strategic Sites in LP2035.

LR said that it was estimated that these new rates could yield an extra c70%. He cautioned that paying out the new rate might not be seen until 2024. SODC would also be adopting an SPD (Supplementary Planning Document) to provide detailed guidance on the application of Section 106 obligations. He accepted that the new rate was still less than it might be but it was a useful step forward.

- (iii) LR said that the 'Call for Sites' for the new Local Plan had gone out, and various sites had been offered. He said that proffering a site was no guarantee that it would be selected. Sites already proffered were Oak Farm, Gillott's School, Lucy's Farm and Oak Farm at Harpsden Bottom. LR said that the proffered sites could be viewed on the Site Map.
<https://storymaps.arcgis.com/stories/83c42d77f9104794a8cb49a815ff2352>

CR asked whether, if the JHHNP passed at referendum, it would still be affected by this call for site? LR said that if JHHNP did not include the site it would be speculative and in contravention of the overall (LP2035 + NP) Local Development Plan. However if the new emerging LP – JLP 2041 decided to include extra sites and was adopted with those sites it would stand in precedence over the JHHNP. The choices of the next JLP would depend on assessments, spatial strategy and the overall extra numbers of housing assessed to be needed; this would all take some time and be subject to consultation.

4023 Planning Matters:

4023 (i) New Applications since the last meeting:

P22/S3835/FUL

Harpsden Wood End, Harpsden Woods, RG9 4AF

Introduction of solar panels covering area of 20m x 16.5m to serve Harpsden Wood

Planning Officer Davina Sarac

Target Decision 16 December

Consultation Ends 15 November

“Provided this array of solar panels is effectively screened from the relevant footpath and the gap in the golf course hedge is filled, Harpsden Parish Council do not object to this limited application.”

In discussion the Council expressed concern about the size of the area. HPC Policy was that solar panels should be placed on the roof of a residence and not on the ground. Further to be in keeping with the rural landscape and the AONB, ground use of panels should be minimal.

P22/S3337/FUL

Sheephouse Stud, Reading Road, near H-O-T, RG9 4HF

Conversion of two existing barns into separate residential dwellings with associated landscape alterations.

Planning Officer Marc Pullen

Target Decision 21st November

“Harpsden Parish Council has no objection to this application but urges that the planning officer's recommendations be included as conditions for its approval Thus during the conversion, mobile plant should be fitted with white noise reversing alarms to reduce noise pollution and annoyance to neighbours; and thereafter external lighting should be 'low level' and kept to minimum outside of the courtyard and on timers/sensors to prevent being left on at night.”

P22/S1690/FUL AMENDED Nov 16

The Mount, 21 Rotherfield Road, RG9 1NR

Demolition of existing house and associated outbuildings and structures and redevelopment of site with three detached dwellings with associated access, hard and soft landscaping, and other infrastructure. Amended plans received 16th November making changes to the dwelling in Plot 3, the garage in Plot 2 and changes to the boundary between Plots 2 & 3, as clarified in agent's covering email. Additional biodiversity, landscape, and tree protection information.

Planning Officer Simon Kitson

OBJECTION *While we have no objection to the demolition and replacement of The Mount as a single house, Harpsden Parish Council object very strongly to the addition of two more houses on the green space below, since this forms part of the separation between Henley and Harpsden the maintenance of which is one of the primary objectives of the Joint Henley/Harpsden Neighbourhood Plan (JHHNP). This part of the application is also in conflict with another primary objective of the JHHNP (EO1), which prioritises the protection of the Chilterns AONB and the Harpsden Valley as well as key views and existing green spaces. As regards the Local Plan, this part of the application offends Policies CSENI (Landscape protection), G2 (adverse development) and G4 (Protection of Countryside). For all these reasons we hope that this part of the application will be rejected.*

Consultation ENDS 2nd December

The Council expressed concern at the amendments to the original planning application and would reassert their objections to SODC Planning.

ACTION. KG to email Simon Kitson and cc the clerk.

4023 (ii) SODC Decisions since the last meeting:

P22/S3379/T18

AIRBAND Internet

Prior notification for proposed installation under telecommunications code system operator of two 10.5m wooden poles. The poles will be installed with 9m above ground.

Planning Officer Hannah Gould

Approved 1st October 2022

P22/S3462/D

Wyevale Country Gardens Reading Road near Harpsden RG9 4AE

Demolition of former garden centre buildings to accommodate proposed development.

Planning Officer Emma Bowerman

<http://www.southoxon.gov.uk/ccm/planning/ApplicationDetails.jsp?REF=P22/S3462/D>

Demolition Consent issued 18th November

P22/S3430/LDP (re P22/S1707 see below)

Keepers Cottage Mays Green RG9 4AL

Certificate of Lawfulness for a proposed residential outbuilding comprised of car storage, garden implements and machinery storage and workshop with associated hardstanding and access

Planning Officer Caitlin Phillpots

CERTIFICATE ISSUED 11/11/22

P22/S1707/HH AMENDED

Keepers Cottage, Mays Green, RG9 4AL

Single storey rear and side extensions, replacement entrance portal, conversion of detached garage to ancillary accommodation and the creation of a new field access. **AMENDED PLANS 16TH**

AUGUST 22

Planning Officer Caitlin Phillpots

Planning Permission September 14

4023 (iii) Outstanding Applications and Appeals:

P21/S4271/RM AMENDED Twice

Wyevale Country Gardens Reading Road near Harpsden RG9 4AE

Reserved matters application for 40 dwellings and 250 sqm Use Class E(c) (i, ii and iii), E(g) (i, ii, iii) and/ or F2(b) floorspace for the approval of details of the appearance, landscaping, layout, and scale pursuant to Condition 1 of Outline Planning Permission P18/S0951/O (as amended / clarified by amended plans and additional information received 17/11/21 and 21/07/22) **AS AMPLIFIED BY INFORMATION RECEIVED 3/8/22 AND AMENDED BY PLANS RECEIVED 10TH AUGUST 22**

Planning Officer Emma Bowerman

OBJECTION emailed 11/08/22

“Harpsden Parish Council objects to the proposal to extend the A4155 30mph speed limit towards Henley and to incorporate a gateway feature on what is an important main road. Such an extension would seem to us not only superfluous but also an invitation to extend urban sprawl in defiance of good planning. We also support the request for the removal of Permitted Development Rights from the commercial building on the application site”

KG had spoken to Emma Bowerman on the telephone to say that the community expected a democratic opportunity to object to moving the 30mph speed limit out towards Henley.
No decision a/o 21st November 2022 (Under consideration)

P21/S5382/FUL

Wyevale Country Gardens, Reading Road, Harpsden RG9 4AE

Full Planning Permission for demolition of existing structures, development of Class E (c) (I, ii, iii), E (g), (i, ii, iii), and/or F2(b) floorspace & required parking & servicing facilities on SE part of the site. Development of 55 dwellings on the rest of the site with associated parking, open space, and landscaping.

Planning Officer Emma Bowerman

Target Decision 8th April

Consultation 14 Jan – 11 Feb

No decision a/o 21st November 2022 (Under Consideration)

P22/S2164/FUL

Crowsley Park Lodge, Harpsden Bottom, Harpsden RG9 4JD

Replacement dwelling but preserving the original gable and chimney (roof level only)

Planning Officer Caitlin Phillpots

CONSULTATION 13th June – 4th July

Target 2nd August

HPC Comments. KG via email 11/7/22 “the design while on the large side is a great improvement”

No Decision a/o 21st November (Under Consideration)

P22/S2002/LDE

The Annex, The Orchard, Upr Bolney Road, RG9 4AQ

Use of a self-contained attached dwelling known as ‘The Annex’ for more than four years.

Planning Officer Tom Wyatt

Target Decision 20th July

Consultation No Consultation Dates given but consultation document sent.

Emailed to KG, CR, MP, ML & DD 7/6/22 (via this report)

No Decision a/o 21st November 2022

P22/S0903/FUL AMENDED

Poachers Cottage, Mays Green, RG9 4AL

Conversion of redundant barn to 1 x dwelling house

Planning Officer Paul Lucas

Consultation 17/3 – 16/4

Target Decision 10th May

Objection 5th April

Harpsden Parish Council objects to this Application because it would intrude housing into the AONB beyond the building line established by the main house (Bellehatch Park) and the cottages along the north side of May's Green; also because it would require an exit at a narrow part of the road from Chalk hill to Binfield Heath. The barn in question stands on a 5 acre holding that needs a shed for whatever purpose the open agricultural land is put to. In all these ways the Application conflicts with the Henley/Harpsden Neighbourhood Plan as well as the SODC's policies G4 and C4.

COMMITTEE HEARING 23rd November 2022

KG would speak at the Committee Hearing on November 23rd. with the Council's unanimous support. He would emphasise the Council's objection to the Planning Officer's interpretation of the law, which gave precedence to one sub paragraph of the NPPF (para 80 c) over all the wider policies in the Local and Neighbourhood Plans would result only in accommodation suitable only for a single person, or possibly a couple. The dwelling would not contribute significantly to

housing provision in the area. ML said that if permission was granted it should be on the condition that the building remained part of Poacher's Cottage and not be recognised as a separate residence.

4024 Financial Matters

4024.i Bank Balances and Reconciliations (attached at Appendix 3a)

Community Account:	£100.
Business Saver Account:	<u>£499,188.95</u>

Total of both accounts a/o 1st November 2022 £499,288.95

AMS had previously circulated by email the bank reconciliations for the 2 months to 1st November 2022 for the Community and Business Saver Accounts. The bank reconciliations noted the following income

£143.74, interest on CCLA account
 £5000 the second half of the annual Precept
 £150.17 interest on the Business Savings Account
 £7745.40 CIL income (details minute 4024 v).

Expenditure for the two month period was as follows

£840, the Clerk's salary
 £30 Annual Membership of Chiltern Society (S137)

Both bank reconciliations were accepted and approved by Councillors and signed by the Chairman. The Clerk retains the permission of the Council to transfer all funds in excess of £100 from the Community Account to the Business Saver Account.

4024.ii Approval of Payments (attached appendix 3b)

AMS had previously circulated the schedule of payments for November. The Council agreed to pay the following

CPRE Membership	£40	S137
CAB donation	£60	S137
Moore (External Audit)	£480	CIL
Information Commissioner	£40	CIL
SLAA	£8	
OCC	£40,317.48	CIL
Raising the Flag (Luke Hooker)	£50	S133

The payment to the British Legion was removed from the schedule as The Chair had already purchased the Armistice Day wreath and said he would reclaim the money (£20) on expenses.

4024. iii Review of Budget vs Actual Spend. (attached appendix 3c)

AMS had circulated the Budget vs Actual Spend prior to the meeting and it was accepted by the Council.

4024. iv Review of CIL income and spending

£7745.40 had been received in CIL income from two developments at Bellehatch Park:
 £3969.41 from P18/S1477/FUL – The Coach House.
 £3324.80 from P20/S4151/FUL – The Cottage.

ML had previously written a strategy for CIL investment but had been unable to put it into practice due to the recent volatility in markets and interest rates. He said he had been monitoring the situation closely and that he thought that the coming weeks and months would be calmer, and he could then start the investment process.

KG observed that more work was needed on the drainage problem in Gillotts Lane, where Garden Cottage suffered flooding whenever there was heavy rain. Council agreed that further work would need to take place on Gillotts Lane to tackle the problem and that CIL money should be earmarked to pay for 50% of any work undertaken.

4025. v To Review The External Auditors Report and Appoint Internal Auditor

AMS had previously distributed the External Auditors report. Given the unresolved issues with PAYE and HMRC software the Council voted to allow the Clerk to purchase a computer on behalf of the parish. The money would be reimbursed to the Clerk from the CIL funds. DD offered to sell the previous parish computer on eBay (MP was unable to return it to the vendor) to recoup some of the money spent. HPC agreed to reappoint Jane Olds as Internal Auditor.

ACTION AMS to purchase a new parish computer.

ACTION DD to place last parish computer on eBay and reimburse the parish with the proceeds.

ACTION AMS to contact Jane Olds

4026. Presentation of the Annual Risk Assessment and Review of Financial and Non-Financial Controls.

The Clerk had updated the Risk Assessment to the satisfaction of ML. It had been circulated to the rest of the Council prior to the meeting. The Council accepted the Risk Assessment and the Clerk signed it at the meeting.

4027 Dates of next meetings:

16th January

20th March

APM April TBD

15th May

17th July

18th September

20th November

Approved:

Date: 16th January 2023

Kester George, Chairman