

HARPSDEN PARISH COUNCIL

Minutes of a Meeting of the Council held in Harpsden Village Hall on Monday 22nd July 2019 at 7.45 pm

Present:

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

In attendance: Ms Anne Marie Scanlon (AMS) Clerk

2873 Welcomes and Apologies:

There were none.

2874 Declarations of pecuniary interests and/or requests for dispensations from Members regarding any item on this agenda: There were none.

2875 Approval of Minutes of last Council Meeting on 15th May 2019: The minutes were approved with an amendment to Minute 2864 and signed as a correct record.

2876 Matters arising:

2876 i: (minute 2858) CR proposed HA as co-Deputy Chair, seconded by MP.

2877 Oxfordshire County Council Report: (attached at Appendix 1)

(i) **Gillotts Lane:** DB said he was frustrated with the speed of the process, despite the appointment of a lead officer. An email had been received on 15th of May and despite KG and DB responding several times there had been no response. DB said that earlier that day he had escalated the matter to the Assistant Director and told him that the lack of response, not even a 'holding email', was unacceptable. DB had then received an email from Lee Turner apologising and suggesting a site meeting for Monday 19th August. As DB would be away at that time he would insist that one of Mr Turner's superiors also attended the meeting to ensure that there would be two technical views of the work needed.

ACTION: *KG will contact Lee Turner and suggest a time. SL hopes to attend.*

(ii) **Road Closure AI455 at Tower House:** DB had ensured that the work which took place between 14-16 June did not result in a complete road closure (as requested by Thames Water). Thames Water were unable to complete the work and had now demanded a complete road closure. DB had arranged that the work would take place at night, between the hours of 8pm – 5am. He had also insisted that both Mill Lane and Station Road, Shiplake would be closed at the same time.

ACTION: *DB will provide the Council with the dates the work will take place when they are finalised.*

(iii) **Third Reading Bridge.** DB said that the proposal for the Reading Third Bridge had recently gained new momentum. Reading Borough Council had confirmed the bridge is one of its top transport priorities in its Draft Local Plan.

DB said that a new organisation TfSE (Transport for the Southeast) would soon come into being, it would have its own powers and money and the bridge would be one of its main objectives.

OCC had objected to the scheme proposals as they stand because the costs have been significantly underestimated and mitigation measures for the South Oxfordshire road network have been neither specified nor costed – and these costs would be considerable.

The Bridge Steering Group (led by MPs) may reconvene in the autumn.

DB said his view was that is that proponents of the scheme must be compelled to agree that the bridge and mitigation measures are one project and that to leave mitigation measures as a minor detail to be followed up at a later date is a deeply flawed and disingenuous position to take.

DB advised the Council to contact John Howell as both a body and individuals to express their concerns about the project.

ACTION: *Council and individuals to email John Howell.*

(v) **Councillor Priority Fund.** DB reminded the Council that he had £1000 in matching funds if HPC had a highways project costing £2000. To apply HPC would have to have costings and the outline of the project. As the funds would need to be used before the end of the financial year, he suggested that HPC would need to have possible Highways projects approved at the next Parish Council Meeting in September.

CR said that she had asked the Golf Club if they were responsible for the run-offs on Chalk Hill but they had said it was not their responsibility. She had reported it on Fix My Street and after a month got a message to contact her Councillor.

ACTION: *DB would take the reference number from Fix My Street, date of reporting and escalate it within OCC.*

(vi) **Local Plan:** DB said he'd attended the first full Council Meeting of the new SODC. The Council passed a motion to renegotiate the Local Plan. DB said that the funding for the proposals for both infrastructures for Didcot and the Watlington Bypass are dependent the Local Plan. If the Local Plan was delayed and did not go forward for inspection, then those monies would not be forthcoming.

2878 **South Oxfordshire District Councillors Report:** (attached at Appendix 2)

2879 **Ongoing involvement in JHHNP:**

KG and SL had been to the Henley Town Council Planning Meeting but there was little to report as Henley Town Council were waiting for the outcome of the proposed renegotiations by SODC.

DB said that Shiplake had requested £9000 from 'Locality' to write their own Neighbourhood Plan. MP thought that Harpsden should investigate preparing their own NP, separate from Henley. KG thought that the Harpsden position was precarious and the JHHNP was the best option. MP said that under the JHHNP Harpsden accommodated a great deal of new building without having any control and said that Henley had nowhere to accommodate new builds. KG doubted whether having its own NP would gain Harpsden any extra protection but CR supported the case for Harpsden investigating the possibility of doing a NP of its own. HA enquired about using the CIL money and said she would be happy to use it to outsource the work if it protected the area for the future. CR suggested getting a starter pack from Locality.

ACTION: *It was agreed that CR, HA and MP would investigate the possibility of Harpsden having its own NP.*

2880 Planning Matters:
New Applications since the last meeting:

P19/S1731/HH

The Lodge House, Road between Mays Green & Chalk Hill, Harpsden, RG9 4AN

Erection of new access gates. New pitched canopy to existing porch on dwelling. New lean to/bin store to side of outbuilding, replacement stair and garage doors to outbuilding, (and new French doors to replace existing ground floor window opening across the western elevation of the dwelling as per amended plans received 17th July)

Planning Officer Caitlin Phillpotts

Consultation to 1st August. HPC replied with no objections.

P19/S1850/A

Highland Park, Highlands Lane, Nr Henley RG9 4PR

Variation of Condition 1 (approved plan) re App P17/S4282/A

2 x advertisements for Highland Park one positioned either side of the lane.

Planning Officer Tom Wyatt.

Consultation Closed 8th July. HPC replied with no objection.

P19/S1858/O

Thames Poultry Farm House, Harpsden Woods, RG9 4AD

Erection of three detached dwellings with scale layout and means of access to be determined at this stage and landscaping of external appearance to be determined at reserved matters stage

Planning Officer Paul Lucas.

Consultation Closed 9th July. HPC objected as contravening the NP as “not a brownfield site with good road access.”

P19/S2024/HH

Bellehatch Park, Harpsden, RG9 4AN

Erection of single storey pavilion adjacent to tennis court

Planning Officer Caitlin Phillpotts

Consultation Ends 2nd August. HPC had no objection.

P19/S2089/FUL

The Cottage, (Bellehatch) Harpsden, RG9 4AP

Replacement dwelling.

Planning Officer Davina Sarac

Consultation to 9th August

Target Decision 25th August. HPC had no objection.

P19/S1837/HH

Hardy Cottage, Harpsden, RG9 4HJ

Proposed alterations, single and two-storey extension and removal of parking space and formation of in-out driveway

Planning Officer Caitlin Phillpotts

Consultation to 18th July

Comments. CR had met the Planning Officer at the site. Her views were that the proposed alterations were too large and on the basis that a revised plan would be received with a decision date of 19th August, HPC could lodge comments until a few days before. The Council’s views were divided on the current plan.

P19/S2195/HH

(RE P18/S2195/HH Approved)

Southwood, Upper Bolney, RG9 4AG

Demolition of existing single story front and side extension & three existing outbuildings. Erection of a single storey side and front extension, ancillary works and a detached double garage (arboriculture method statement received 31st July 2018; ecological report received 2nd August 2018). AMENDED application to include a reduced scale detached garage with minor alteration to proposed location of garage.

Planning Officer Simon Kitson

Consultation to 7th August

Target Decision 5th September.

Comments. KG took the view that the proposed changes were drastic. He requested that each Councillor reviewed the plans and replied to him with their views before 5th August 2019.

P19/S1530/DIS

(P16/S2360/LB)

Hunts Farm, Harpsden Bottom, RG9 4HY

Discharge of conditions 3 – schedule of materials, 4- joinery details, 5 – method statement on the application ref P16/S2360/LB the refurbishment and extension of existing farm house conversion of a two farm out buildings and yard to residential use including amenity garden space and off-street parking.

P19/S1395/FUL &APP/Q3115/C/18/3215491

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

Erection of detached replacement dwelling and outbuilding (including modifications to the existing dwelling and removal of existing outbuilding) removal of underground store with regarding and landscaping, together with access driveway and alteration to access gates and associated fencing (part retrospective). (As amplified and amended by plans and information received on 18th & 19th July 2019). Consultation period ended 27th June.

Planning Officer Rob Camp.

Comments.

In discussion members expressed their frustration that HPC's goodwill in accepting the Adjournment Agreement reached at the Hearing in April had, at best, only been grudgingly reciprocated by the appellants. In particular, regret was expressed that the size of the main house was not to be more substantially reduced, but KG reminded members that HPC had accepted the retention of most of the main house in return for its being effectively screened from public view with semi-mature trees, coupled with substantial changes to the two smaller buildings. These included the removal of the building on the site of the swimming pool and the reduction of the large outbuilding to a single-storey structure on the site originally approved. Nevertheless, he undertook to bear members' regrets in mind if the appellants refused to implement the planting scheme, or the building changes or chose to return to the Hearing for any other reason. Provision had already been made for the Hearing to resume on 24 September if necessary.

2880 (i) SPDC Decisions since the last meeting:

P19/S1999/DIS

(Application P16/S0970/O)

Thames Farm

Discharge of Condition 4 (vehicular and footpath access) & 11 (drainage) on Application P16/S0970/O. Outline Planning Application for up to 95 dwellings means of access and strategic

landscaping not reserved, as amended by information accompanying email from agent dated 27/4/16 and drawings/additional information accompanying letter from agent dated 13/6/16

2880 (ii) Outstanding Applications and Appeals:

(See Holly House above.)

2881 Financial Matters

2881.i Bank Balances and Reconciliations (attached Appendix 3a)

| | |
|-------------------------|-------------|
| Community Account: | £135.16 |
| Business Saver Account: | £141,082.44 |
| Total of both accounts: | £141,217.60 |

AMS had previously circulated by email the bank reconciliations for the 2 months to 30th June 2019 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.

2881.ii Approval of Payments (attached Appendix 3b)

AMS tabled the following payments for approval:

| <u>Item</u> | <u>Amount</u> | <u>Power</u> |
|------------------------------------|---------------|--------------|
| Clerk Payment & Exps | £1184.64 | |
| CPRE Annual Membership | £36.00 | 137 |
| Chiltern Society Annual Membership | £30.00 | |
| Total of payments: | £482.87 | |

2881.iii Budget vs Actual Expenditure: This had been circulated previously and approved by Council and is at Appendix 3c.

2881.iiii Review of Effectiveness of the Internal Audit:

AMS informed the Council that due to the receipt of the CIL monies Harpsden Parish Council had to submit to an external audit. The appropriate Year End forms had been filed with Moore Stevens and she was awaiting further instruction.

AMS requested Council Approval to change banks as she found Barclay's less than efficient. SL suggested Handelsbanken.

ACTION SL to contact Handelsbanken and forward details to AMS. In the event that Handelsbanken cannot accommodate the Parish Council funds, AMS would research and suggest alternative banks to the Council.

2882. AOB: (i) CR updated the Council with the progress of the Telephone Kiosk Library. The grant money had been received and was in the Business Account. The deadline for use of the £500 grant would be February 2020. CR and MP would be meeting with a member of the Shiplake Phone Kiosk Library on Thursday 25th July for advice and some materials. Volunteers had been requested at the Harpsden Fete and one or two people had responded. CR said she would be trying to recruit more helpers.

(ii) MP asked if Harpsden Parish Council would be purchasing bollards for Gillotts Lane. KG said that OCC had said no to bollards. They may overlook it if individuals erected bollards outside their property but they would not let HPC fund them.

(iii) MP said that many road signs were obscured and he would report them on Fix My Street and also email DB.

(iv) MP asked about placing white gates at either side of the village as a speed calming measure. CR said that HPC should wait until the work was completed on Gillotts Lane. MP

said he would put a plan together for the Council to discuss. He also said he would email DB enquiring about 'smiley face' speed signs.

(v) HA wanted to know who was responsible for the website. AMS was responsible for uploading information while MP had a plan to give the site a face-lift.

(vi) HA wanted clarification on the invite sent to Councils for a Planning Training Session which gave contradictory information.

ACTION AMS to clarify the date and time and let HA know.

2889 Dates of next meetings:

Council Meeting: Monday 16th September 2019 7.45pm

Council Meeting: Monday 18th November 2019 7.45pm

Approved: Date: 16th September 2019

Kester George, Chairman