Rotherfield Greys – Parish Council Meeting Minutes
7.30pm, Monday 14th September 2026

PRESENT:
Cllr Nick Digby (Chair, ND), Cllr Nicola Whittle (NW), Cllr Richard Ovey (RO), OCC Cllr Stefan Gawrysiak (SG), SODC Cllr James Norman (JN), Annette Young (Clerk, AY), Members of the public x 6

2026/09/01. APOLOGIES FOR ABSENCE: Cllr Susan Hems (Vice Chair, SH), Cllr John Hill (JH), Mrs and Mrs Bailey

2026/09/02. MEMBERS DECLARATIONS OF PERSONAL & PREJUDICIAL INTERESTS: None.

2026/09/03. CONFIRMATION OF THE MINUTES FROM 11th May 2026 and 14th July 2026.
The minutes were agreed as accurate and signed by the Chair.

2026/09/04. MATTERS ARISING FROM PREVIOUS MINUTES:

a) Neighbourhood Plan. ND has produced a "working document" and a public meeting is arranged for Thursday 17th September in the village hall. The purpose is to gather support for the scheme and to agree members of a Steering Group.

b) Phone boxes. Shepherds Green door. Alex is doing the maintenance and requested some materials. AA to send details to Clerk to purchase. AA also suggested moving one of the book cases and contents to the phone box near the church. NW and AA to organise if this is possible.

c) Replacement posts at War Memorial Site. Drawings and invoice have been received and all agreed for the purchase to go ahead.

d) Roads.

i. Karen Cottington highlighted the issues of speeding and dangerous driving at Bolts Cross (junction of B481 and Henley Road). SG agreed to arrange a site meeting with Jon Beale Highways Dept) to see if anything can be done.

ii. Road Review. There was a discussion about the A and B road reviews and it was agreed to support the new speed suggestions for the A4130 in particular.

iii. No roads were identified as currently needing to be designated as Quiet Lanes.

e) St Nicholas Church Tower repairs. Awaiting appointment of builder and sourcing scaffolding.

f) Greys Green signs. JN will liaise with Jo Robb to try to resolve this issue.

g) 1894 Parish Council Minutes. ND to pass onto Gillian Ovey.

2026/09/05. OXFORDSHIRE COUNTY COUNCIL REPORT. SG highlighted the following areas from his report:

- **HGVs** As reported in the Standard we had a very successful meeting in Henley re HGVs. OCC hope to come up with solutions in January. This is a long road but we hope that tangible measures to reduce HGV going through Henley will happen. Areas being looked include:
  - changes to dangerous junctions.
  - Weight, length width Limits.
  - Congestion and emissions changes for over 18T HGVs only with exemptions for local traffic

  These all are aimed at reducing through HGVs that are using Henley as a rat run. It is not intended to impede legitimate HGV journeys. This should also reduce the HGVs through Rotherfield Greys.

  There was a lot of discussion about Rotherfield Greys becoming a rat-run, which SG took on board and would report back after the next meeting.
- **LGR Local Government Reform**
  This has been paused for Oxfordshire. Therefore SODC elections will go ahead in May 2027.

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- **Drainage**
  The contracts for the three ditches have been placed BUT they are going to be done in December. OCC have a new policy for this as they recognise that maintenance is important so we hope that regular maintenance occurs from now on. SG will pursue this.
  GO mentioned the run-off water from fields caused by poor drainage on Greys Road near to Highlands Farm entrance. SG will add this to the list.
  The rutted road between Rotherfield and Henley has been inspected and I hope costing and a timeline will come.
- **VAS**
  Vehicle Activated Speed Signs. Jon produced a report before the summer; a meeting to be arranged to take the next steps.
- **Highlands Football Pitch.** This issue is ongoing and just outside of parish.

2026/09/06. SOUTH OXFORDSHIRE DISTRICT COUNCIL REPORT.
James Norman represented Jo Robb and there was a discussion regarding RGPC preparing a Neighbourhood Plan. JN asked if RGPC would consider joining with Rotherfield Peppard. RPPC have been invited to the public meeting on Thursday for discussion. Full SODC report including Local Government Reorganisation (LGR), Planning Reform, Councillor Community Grant Scheme is **here:**

2026/09/07. CHAIRS REPORT. ND thanked all those who made the "Party at the Pub" a success. He also mentioned an archaelogical dig that was happening at Greys Court this week.

2026/09/08. CORRESPONDENCE.

- Greys House rubbish. AY reported that the Enviro Team at OCC has been notified and will make contact in due course.
- Highlands Park Recreation Ground. A complaint received from a resident – covered by SG above.
- Personal phone numbers. A request from OALC has been received to remind everyone to contact staff through the office and not to use personal phone or email details.

2026/09/09. FOOTPATHS:

- Jonny Yaxley from the Natural Burial Ground explained that Leedam's are keen to work with the PC as the NBG is part of the community. Parking was discussed and JY had already met with AY and proposed adding a couple of signs to encourage visitors who do not use the main Burial ground car park, to use a footpath that goes behind the church. It was agreed to put a sign on the signpost to the right of the church and another where the footpath turns left to go across the field path (which belongs to Leedams). JY to send details for approval.
- Email from Chiltern Society advising of some clearance on the permissive footpaths agreed with Greys Court has been carried out.

2026/09/10. PUBLIC PARTICIPATION: No further questions/comments

2026/09/11. PLANNING/ENFORCEMENT.

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a) New applications

P26/S3746/HH Astbury Satwell Close Rotherfield Greys Henley-on-Thames RG9 4QT
Retrospective application for single storey side extension to replace substandard conservatory. Consult Expiry Date **24 September 2026. No objections.**

b) Applications under consideration

P26/S3016/HH 3 Arrowfield Cottages Rotherfield Greys Henley-on-thames RG9 4QB
Demolition of existing side single storey extension and replacement/enlargement of side single storey extension. **Not yet decided.**

P25/S3988/RM The Lamb Satwell RG9 4QZ
Reserved matters application for appearance, layout, scale, landscaping and details of SAP and external lighting following outline planning permission P24/S1450/O (Outline application for demolition of part of former pub and erection of a new dwelling and garage with all matters reserved except for access). End Consultation Period 30th January 2026. JR will talk to Highmoor Parish Council. **No decision issued.**

P25/S3662/FUL Greys Green Farm Greys Green RG9 4QG
Replacement of existing roof tiles. **No decision Issued**

P24/S3952/FUL Highlands Park Highlands Lane Henley-on-Thames
Full planning application for a LEAP (Local Equipped Area of Play), car parking provision and toilets/storage building associated with use of the sports pitches, landscaping and associated infrastructure/engineering works. End Consultation Period 28th April 2025. No PC objections. **No decision Issued**

P25/S0209/FUL Highlands Park Highlands Lane Henley-on-Thames
Hybrid planning application consisting of: 1) A full planning application for residential and mixed use development comprising of 131 residential units(use class C3), community centre(use class F2) and flexible employment uses, landscaping, public open space, car parking, site access via Greys Road and Highlands Lane and all associated infrastructure/engineering works; and 2) Outline planning application (with all matters reserved) comprising land for a parks depot(use class sui generis), the relocation of the Chiltern Centre(use class C2), and land for up to 20 community land trust residential units. Target Decision 25th April 2025. No decision Issued. Amended plans 4 June – PC commented re increase of traffic through village. Section 106 Agreement requested. **This request has been refused.**

c) Decisions Made

P26/S2634/DIS Arrowfield Cottages, Rotherfield Greys Henley-on-thames RG9 4QB
Discharge of Conditions 4 (Biodiversity Enhancements ENV3), 5 (Construction Method Statement for protected species), 7 (Surface water drainage works (details required)) and 8 (Foul drainage works (details required)) of planning permission P24/S4092/FUL The construction of a 2-bed, single storey self build annex building.
Discharge Partially Agreed 03 September 2026

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P26/S1883/FUL Conway Farm Satwell Rotherfield Greys Henley-on-Thames RG9 4QZ
Proposed change of use of existing office building (Class E use) to a mixed use as an office (Class E use) and residential annex (Class C3 use). **Planning Permission Granted 28 July 2026**

P26/S0969/FUL Greys Meadow Studio, near Greys Green, RG9 4QJ
Track & turning area.
Application Received Date 30 March 2026, Extension Date, Expiry Date 25 May 2026.
Presentation from Suzanne Scott (SS), Agent for applicant, who explained the need for the track and turning area to remove the existing structure as required by SODC. SS explained that no response had been received from SODC regarding the bat review. JR to follow up for results. No PC objection as long as the proposal is followed. **Planning Permission Refused 03 August 2026**

P26/S0717/LDP Astbury Satwell Close Rotherfield Greys HENLEY-ON-THAMES RG9 4QT
Certificate of Lawfulness of Proposed Use or Development. Permitted development. Not yet decided
Single storey side extension and replacement of concrete tiles to slate covering.
Decision: Refusal of Certificate of Lawful Use or Development 19 August 2026

P26/S0367/FUL The Barn, Greys Green, RG9 4QH
Demolition of remnants of existing barn and reconstruction to create a four bedroom dwelling and erection of a car port. No PC objection. **Planning Permission Granted 31 July 2026**

2026/09/12. FINANCE

a) Income, Payments and Balances. Signed as a true record and outstanding payments authorised.
b) Insurance. Renewed for one-year only.
c) Review Internal Audit Final Report. NW to look through report and contact AY with any queries/comments for updating and agreeing at next meeting.
d) 2026-27 Internal Audit. All agreed to use WTG again for auditing purposes.
e) Budget Monitoring. Budget was reviewed and agreed to be on track.
f) Additional Policies for consideration – FOI and SAR Policies to be prepared for next meeting.
g) Privacy Policy (Staff and Councillors) - agreed and signed.

2026/09/13. ANY OTHER BUSINESS. Nothing.

2026/09/14. Staff - Exclusion of the Public and Press To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 14 on the grounds that it could involve the likely disclosure of private and confidential information. Pay reward agreed in accordance with NALC guidelines.

THE MEETING CLOSED AT 21.07
Next Meeting 9th November