

Minutes approved on:	
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## **DRAFT**

### **Minutes of a meeting of the Planning Committee held on Thursday 21 June 2018 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.**

Present: Cllrs N Boyer, P Emment, G Gray, A Grimes, D Lias and D Peer.

Attending: K Hughes (Deputy Clerk), Local residents Mr N King, Mr R Voysey, Mr & Mrs Malham, Mr J Frewin, Mr T Warwick, Mrs P Taduri, Mrs S Frewin, Mrs L Chatfield, Mrs E Curtis, Mrs J Thomson-Spokes, Mr B Ryder, Mrs G Doyle, Mr B Wood.

The Deputy Clerk welcomed residents to the meeting, and asked those attending to sign the visitor book.

The Deputy Clerk reported the confirmed date for a meeting scheduled by B/Cllr Pollock, at the parish hall on Thursday 5 July, where borough members and officers will be in attendance, and residents will be able to raise concerns and ask questions about the proposal for further residential development on land south of Cutbush Lane and east of Oatlands Road.

#### **18/PC/13 Co-option of Cllr Grimes**

Cllr Grimes was proposed, seconded and duly appointed as member for the Planning Committee. The appointment was opposed by Cllr Gray.

#### **18/PC/14 Election of Chairman**

Cllr Peer was proposed, seconded and duly elected as Chairman of the committee.

#### **18/PC/15 Public questions**

15.1 Residents expressed extreme frustration at a decision by the WBC Executive Committee to release two additional parcels of land south of Cutbush Lane for residential development. There was also general concern and frustration expressed by various of the people attending, in regard to most matters involving and arising from housing development on the scale the parish is currently seeing. Questions were asked as to why so many houses were being planned for in our parish, and not in some other areas of the borough.

Cllr Peer noted that the parish council has not yet received any planning application for the land south of Cutbush Lane, and as such, is not in a position to discuss the application. She noted that the parish council's position on future development is defined within the adopted Neighbourhood Development Plan.

Cllr Peer reiterated that the committee is a statutory consultee and can give opinions on applications, but has no decision making power. She noted that the committee cannot prejudge the review of the planning application and must follow the proper procedures in these matters.

The group repeatedly requested that the parish declare its current position towards ongoing and future development, and asked for the parish council's stance in supporting them in resisting future proposed development. The group expressed its willingness to help the parish council in any way they could, to resist future development. It was suggested that some might consider

joining the parish council. The group pledged their determination to fight on by any means possible, including involving the national press.

- 15.2 Mrs Frewin reported that the residents had not received official confirmation of the date of B/Cllr Pollock's meeting. The Deputy Clerk reported that the borough council has been reminded of the need to publicise the meeting scheduled for 5<sup>th</sup> July at the parish hall, and that the parish has suggested a parish-wide leaflet drop, and provided the details of the distribution company who deliver the parish council's newsletter. Councillor Peer confirmed B/Cllr Pollock's intent to hold this meeting, which he had discussed at a meeting earlier in the week, with Councillors and Parish Clerk.

- 15.3 Mr Frewin asked the parish council to confirm what action the parish has taken to resist development within the parish.

The Deputy Clerk noted that the council has objected to numerous developments (*many of which have been subsequently won on appeal*) within the parish, and on the borders of the parish, including:

- Land off Beech Hill Road (both north and south of the Road)
- Land at Stanbury Gate, Basingstoke Road, Spencers Wood
- Land rear of Diane Close, Spencer Wood
- Land at the Manor, Shinfield
- The parish council has written to the leader of Wokingham Borough Council and the Secretary of State for housing, communities and Local Government, highlighting the planning situation within the borough.
- Members noted that the parish strenuously fought the housing numbers for the current development underway at Shinfield Meadows, including taking the application to judicial review, but ultimately the application was won on appeal.

The residents group asked the committee what level of support and actions the Borough Councillors for the parish had shown in regard to development within the parish. The residents asked about borough members' attendance at parish meetings, and it was noted that their attendance is listed on the minutes, which are available on the council's website.

Mr Frewin criticised comments received from the Chairman of the parish council in his e-mail response, in which the Chairman suggested their concerns might not be shared by other residents in the parish.

- 15.4 Mr Frewin stated he had evidence of older drawings which show a differing boundary for the SDL, and challenged the idea that the southern parcel of land fell within the SDL. He asked about changes to the SDL between initial consultation and the approval of the Core Strategy. It was noted that both parcels of land fall within the South of M4 SDL as adopted as part of the current WBC Local Plan, which was approved in 2010 following an inspection and public consultation.

- 15.5 Mr Frewin highlighted concerns over the flooding on the land identified for development, and noted a PHD thesis written at Reading University, discouraging development of this land for flooding reasons. Cllr Peer asked residents if they could provide a copy of this to the parish council.

- 15.6 Following extensive discussion, residents were encouraged to attend the meeting scheduled for 5 July at Shinfield Parish Hall, and raise their concerns to the borough members and officers. Cllr Grimes encouraged residents to familiarise themselves with the borough's planning policies, including the Core Strategy and Managing Development Delivery and to gather any evidence available regarding the environmental and flooding concerns.

*Mr N King, Mr R Voysey, Mr & Mrs Malman, Mr J Frewin, Mr T Warwick, Mrs S Frewin, Mrs L Chatfield, Mrs E Curtis, Mrs J Thomson-Spokes, Mr B Ryder, Mrs G Doyle and Mr B Wood left the meeting at 20.10pm*

- 15.7 Mrs Taduri asked for an update on the traffic lights and crossing for the Church Lane junction with the Basingstoke Road.

The Deputy Clerk reported that at present, the delivery of this junction is required to be made prior to the occupation of the 100<sup>th</sup> unit, on land north and south of Church Lane. Cllr Peer noted

that these delivery triggers can be subject to change, as has been the case with the delivery of speed limit reductions for the Basingstoke Road.

Members noted that no further information on this matter is known to the parish council at present.

Mrs Taduri reported that she had raised the issue with B/Cllr Patman but had not received a response. Mrs Taduri was recommended to email her question to the Clerk, and it will be added to the parish's list of outstanding queries for the borough members.

*Mrs Taduri left the meeting at 20:25 hrs*

**18/PC/16 Election of Vice-Chairman**

Cllr Lias was proposed seconded and duly elected as Vice-Chair of the committee.

**18/PC/17 Apologies and declarations of members' interests**

17.1 Apologies were received and accepted from Cllr James

17.2 There were no declarations of members' interests.

**18/PC/18 Minutes of the previous meeting**

18.1 It was proposed and **RESOLVED** that the minutes of the meeting of 24 May 2018 were a correct record of the meeting, and these were signed by Cllr Peer, subject to the removal of item 18/PH/10.

18.2 Matters arising:

18.2.1 Langley Mead flooding

Cllr Grimes noted the work carried out to raise the level of the ground around the gates. Following discussion, a request for an additional pedestrian gate will be put to the University of Reading, and Cllr Grimes agreed to identify a suitable location to include with the details of the request.

18.2.2 Calling in plans to the WBC Planning Committee

The Deputy Clerk reported on correspondence on this matter relating to requesting the 'calling in' of planning applications. The Deputy Clerk was asked to seek clarification on this from the WBC Democratic Services team.

18.2.3 LED Street lighting – cost savings

The Deputy Clerk confirmed that information relating to the cost savings achieved from the conversion to LED will be circulated to members.

18.2.4 Speed limit reduction initiative and speed equipment

Cllr Emmet reported on the progress with training for the Thames Valley Police speed monitoring equipment. Members noted the lack of response from the WBC highways Department regarding the request for a speed limit reduction for Hollow Lane.

18.2.5 Housing numbers letter to Sajid Javid MP

Members noted a request to forward the housing numbers letter, originally sent to Sajid Javid MP, to the new Secretary of State for Housing, Communities and Local Government. The Deputy Clerk will follow up with the Clerk on this matter.

18.2.6 Letter to Thames Valley Police regarding speeding in Grazeley

The Deputy Clerk confirmed she will follow up with the Clerk to ensure the updated letter regarding speeding in Grazeley has been sent to the Local Police Area Commander for Bracknell and Wokingham, Superintendent Shaun Virtue.

18.2.7 Building heights – land north and south of Church Lane, Three Mile Cross

Cllr Lias reported concerns over the building height of the new block on land north of Church Lane, and a similar proposal for a 3 storey block on land south of Church Lane. The Deputy Clerk was asked to follow up with the planning officer on this matter.

**18/PC/19 Terms of Reference**

Members reviewed the updated Terms of Reference for the committee, and following discussion, proposed and **RESOLVED** to adopt the Terms of Reference for the 2018/19 civic year.

**18/PC/20 Development Corporation proposals**

Following discussion, the committee requested the discussion on the proposals for the establishment of a Development Corporation be referred to the Development Board.

**18/PC/21 School Green Car Park**

Following discussion, the committee requested the discussion on the proposals for the reviews of the School Green Car Park be referred to the Development Board.

18/PC/22 **Enforcement update**

Members noted the reports on enforcement matters, previously circulated.

18/PC/23 **Highways, Street lighting and footpath matters**

23.1 Members discussed the speed limit reduction initiative, and it was proposed and members **RESOLVED** to establish a working group, consisting of Cllrs Emmet, Gray and Lias, which will be led by Cllr Lias, to take forward proposals for delivering speed limit reductions across the parish.

The Deputy Clerk noted that the working group will make recommendations to the Planning Committee, and that external communications must go through the Clerk and Committee Chair.

23.2 The Deputy Clerk reported on the consultation on the Smart Motorways initiative (details previously circulated) and a presentation received at the recent WBC Major Projects Meeting.

The Deputy Clerk noted that the project is due to commence in autumn 2018, and due for completion by March 2022. It was noted that the works will involve some M4 closures, though it was noted that the works between junctions 8/9 and 12 do not require major structure demolition or rebuild.

23.3 There was no update on street lighting

23.4 Members noted correspondence between Wokingham Borough Council and the Loddon Ramblers regarding the reinstatement of footpaths 30 and 32A.

18/PC/24 **Deposited plans:**

**181118 Latimer, Shinfield Road, Shinfield, RB2 9BE**

Proposal Householder application for the proposed erection of single storey side extension following the demolition of existing garage and existing side extension

Planning Officer Stefan Fludger Comments by 26 June 2018

Comment No comment

**181201 Land west of Holder Close, South of Church Lane, East of Hyde End Lane, north of Parker Close, Shinfield**

Proposal Full planning application for the proposed realignment of allotment access

Planning Officer Nuno Fernandes Comments by 26 June 2018

Comment No comment

**181282 Hartley Close, Hartley Court Road, Pingewood, Three Mile Cross, RG7 1NH**

Proposal Householder application for the proposed erection of two storey side extension plus part single, part two storey side/front extension to dwelling.

Planning Officer Fiona Sullivan Comments by 2 July 2018

Comment This planning application will be acceptable if it is within the vernacular of the principal building.

**181293 8 Sussex Lane, Spencers Wood, RG7 1BY**

Proposal Full application for the change of use of the existing outbuilding from agricultural (paddock) to residential (storage) [Retrospective]

Planning Officer Omar Sharif Comments by 13 July 2018

Comment Shinfield Parish Council objects to this retrospective application and requests that Wokingham Borough Council enforces reinstatement in full.

**181342 7 The Square, Spencers Wood, RG7 1BS**

Proposal Householder application for the proposed erection of single storey rear extension

Planning Officer Rasha Khoja Comments by 26 June 2018

Comment This planning application will be acceptable if it is within the vernacular of the principal building.

**181401 10 Church Lane, Three Mile Cross, RG7 1HB**

Proposal Householder application for the proposed erection of part single, part two storey side extension plus single storey side/rear extension to dwelling.

Planning Officer Christine Phillips Comments by 17 July 2018

Comment No comment

**181460 Windward House, Hollow Lane, Shinfield, RG2 9DX**

Proposal Full application for the proposed change of use of existing office to 3no. 1 bed apartments with associated external works.

Planning Officer Comment	Omar Sharif Shinfield Parish Council finds this application acceptable provided that the parking provision meets the requirements within the Neighbourhood Plan.	Comments by 29 June 2018
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<b>181538</b> Proposal	<b>3 Grange Cottages, Cutbush Lane, Shinfield, RG2 9AF</b> Householder application for the proposed erection of a first floor side extension over existing garage and single storey extension to dwelling	
Planning Officer Comment	Dariusz Kusyk No comment	Comments by 29 June 2018
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<b>181580</b> Proposal	<b>1 Sevenoaks Drive, Spencers Wood, RG7 1AZ</b> Householder application for the proposed erection of single storey side extension to dwelling plus single storey front extension to form porch	
Planning Officer Comment	Senjuti Manna No comment	Comments by 6 July 2018
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<b>181606</b> Proposal	<b>Land to the south of Cutbush Lane, Shinfield</b> Application for a screening opinion for an environmental Impact Assessment for the proposed development of the site.	
Planning Officer Comment	Chris Howard Shinfield Parish Council request that a full environment impact assessment for this site is carried out, based on the number of homes proposed.	Comments by Unknown
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<b>181621</b> Proposal	<b>3 Clares Green Road, Spencers Wood, Wokingham, RG7 1DY</b> Householder application for the proposed single storey side/rear extension to dwelling following demolition of existing conservatory, plus existing bathroom to be insulated and re-clad with timber boarding.	
Planning Officer Comment	Senjuti Manna No comment	Comments by 10 July 2018
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<b>181631</b> Proposal	<b>Land south of Reading Road and Arborfield Road, East of Chestnut Crescent, West of the river Loddon, Shinfield</b> Full planning application for the change of use of 21.7ha of land from agricultural use to informal recreation ( Suitable Alternative Natural Greenspace SANG ) and associated infrastructure including pedestrian and vehicle access, a car park, footpath network and landscaping	
Planning Officer Comment	Kayleigh Mansfield Shinfield Parish Council feels it cannot comment on this application, as it relates to SANG provision for development which the parish has not yet been able to review.	Comments by 16 July 2018
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<b>181676</b> Proposal	<b>182 Hyde End Road, Spencers Wood, RG7 1DG</b> Full planning application for the proposed change of use of land to builder's yard.	
Planning Officer Comment	Simon Taylor Shinfield Parish Council objects to this application on the basis of the increasingly residential surroundings of this area, and the detrimental impact that increased lorry movements, collections, deliveries and their associated noise, will have.	Comments by 11 July 2018
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<b>181739</b> Proposal	<b>43 School Green, Shinfield, RG2 9EE</b> Householder application for the proposed erection of two storey rear extension to dwelling	
Planning Officer Comment	Christine Phillips Shinfield Parish Council feels this is overdevelopment of a small site, with insufficient parking for the additional rooms provided.	Comments by 17 July 2018

*Members agreed to continue the meeting beyond 22:00 hrs*

#### 24.2

#### **Planning decisions: Approvals**

<b>173432</b> Proposal Our comment	<b>260 Hyde End Road, Spencers Wood, RG7 1DL</b> Full planning application for the erection of two bedroom 1no detached dwelling. Shinfield Parish Council welcomes a small unit on this site, which is in keeping with a previous structure on this site. We request standard working hours (Monday to Friday 8am to 6pm, Saturday 8am until 1pm and no working on Sundays or Bank Holidays), restrictions for this development. We request that there be no off-loading of vehicles or on-street parking of construction vehicles during peak travel hours, as this will cause significant disruption.
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<b>173608</b> Proposal Our comment	<b>9 Winston Close, Spencers Wood, Wokingham, RG7 1DW</b> Householder application for the proposed erection of two storey rear extension to dwelling. No comment

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**173747**                      **218 Hyde End Road, Spencers Wood, Wokingham, RG7 1DG**  
 Proposal                      Householder application for the proposed erection of two storey rear extension to dwelling  
 Our comment                      No comment  
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**180969**                      **3 Sheepbridge Cottages, Basingstoke Road, Spencers Wood, RG7 1PS**  
 Proposal                      Householder application for the single storey rear/side extension to dwelling plus proposed  
 dropped kerb.  
 Our comment                      Shinfield Parish Council supports the provision of a dropped kerb.  
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24.3                      **Planning decisions: Refusals**

**173428**                      **Oak Tree, Beech Hill Road, Spencers Wood, RG7 1HN**  
 Proposal                      Householder application for the proposed erection of a two storey side extension and  
 replacement front porch.  
 Our comment                      No comment  
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24.4                      Cllr Boyer noted that the council’s request for working hours and delivery restrictions were conditioned  
 in the approval for application 173432.

18/PC/25                      **Correspondence**

The following correspondence items were noted:

1. West Berkshire Council – Consultation on the Draft Sustainable Drainage Systems Supplementary Planning Document
2. WBC Housing Need Survey  
The Deputy Clerk will draft some responses to this document and circulate for members to review.
3. Invitation to attend the Locality Convention, Bristol, 7/8 November 2018
4. Draft guidelines for pre-application meetings
5. Launch of WBC online Tree Preservation Order (TPO) map search
6. Correspondence regarding the proposals for a British Museum Archaeological Research Centre site off Cutbush Lane
7. School car park, Lambs Lane
8. Update from WBC on future changes to planning

18/PC/26                      **Date of next meeting**

The date of the next meeting will be confirmed by the Clerk and Cllr Peer, and circulated to members.

*The meeting ended at 22.30 hrs.*

**Action points:**

<b>Ref:</b>	<b>Action:</b>	<b>By whom:</b>
15	Add query from Mrs Taduri regarding a pedestrian crossing at Church Lane / Basingstoke Road junction to the list of items for borough members	Clerk / Deputy Clerk
18.2.2	Seek clarification regarding calling planning applications	Deputy Clerk
18.2.3	Circulate LED street lighting cost saving information to members	Deputy Clerk
18.2.5	Follow up with the Clerk on the housing numbers letter to James Brokenshire MP	Deputy Clerk
18.2.6	Follow up with the Clerk on the response to TVP re Grazeley speeding letter	Deputy Clerk
18.2.7	Follow up with Chris Howard regarding building heights on the developments north and south of Church Lane	Deputy Clerk
25	Draft responses to WBC Housing Need Survey and circulate to members for review	Deputy Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	27
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