

Minutes of a meeting of
Planning & Highways Committee
Held on Thursday 13th April 2023
At School Green Centre commencing at 19.30

Present: Cllrs N Boyer, P Emmment, A Grimes, P Jahromi, L James, D Lias,
N Masseron, D Peer (Chair) and R Tatla

Attending: Bruce Winton (Clerk), Sally Herring (Deputy Clerk)
BCllr J Rance
3 members of the public

23/PC/33

Public Questions

- 33.1 Two members of the public explained their position in relation to a planning application to create a suitable access entrance for the removal of dead trees that were potentially a hazard on a plot of land they owned. The access would require the removal of two lime trees on their land. The application had been rejected by Wokingham Borough Council (WBC). Members explained that the decision was in line with the local neighbourhood plan and until an appeal or a new application was made Shinfield Parish Council (SPC) were not able to make any further comments but would review the appeal when it was available.

20:04 Two members of the public left the meeting

23/PC/34

Apologies and declarations of Members' Interest

- 34.1 Apologies had been received from Cllr L James
- 34.2 There were no declarations of members' interests.

23/PC/35

Minutes of the Previous Meeting

- 35.1 The minutes of the committee meeting of 9th March 2023 were approved as a correct record and signed as such by Cllr Peer.

Proposed: Cllr N Boyer
Seconded: Cllr P Emmment
Approved: Unanimously

35.2 **Actions and Matters Arising**

23/PC/22.1 Clerk to apply to Greentech for Community Grant

This was on the agenda item 9.1

23/PC/22.3 Greentech to be requested to support SPC in its application to extend the path to access the riverbank

Nothing to add

23/PC/23.1 Clerk to write to WBC regarding the breach of a TPO for land adjacent to Bramble Cottage.

This had been done. The issue appears on the Live Enforcement cases (RFS/2022/087690) with the status showing as "Legal and/or Court".

23/PC/24.1 Clerk to ask Cllr Jones if he wished to remain on the Committee

The Clerk had spoken to Cllr Jones and he wished to cease being a member of this committee.

23/PC/25.1 23/PC/11.2 Clerk and Chairman to send a formal letter to WBC, AWE and West Berkshire Council and Clerk to circulate a copy of the letter to members of the committee

The Clerk had issued the letters to WBC, AWE and West Berkshire Council. The outcome had been discussed at a meeting of the Full Council on 16th March.

23/PC/7.2 Clerk to report back once the information had been received from WBC on the spending of S106 monies

This was on the agenda item 8.1

23/PC/7.3c Clerk to seek clear advice from John Russell, Motion about street lighting on a 'B' road

The Clerk had raised this with John Russell who understood that the highways authority had no duty to light roads which were not 'A' roads and there was no duty for the parish council to provide lighting, so in theory the parish could remove the streetlights. If the streetlights were removed this would render most of the WBC active travel network not fit for purpose and would have an impact on the spatial strategy of allocating more land in Shinfield for housing.

The Clerk had written to WBC Street Lighting Department to see if they had any thoughts on how to resolve this matter but had not received a response.

ACTION – Clerk to continue to follow up with WBC Street Lighting Department

23/PC/8.1 Clerk to discuss traffic calming measures with Paul Fishwick

The Clerk had invited BCllr Fishwick to a meeting with the Traffic Working Party for some time after the election but has not yet had a response.

23/PC/28.1 Clerk to add to the agenda in a years time to check the trees had been replaced at Foxglade, Brookers Hill, Shinfield

This will be done

23/PC/29.1 Cllr Masseron to look at previous reports to assess the process for monitoring footpaths and to talk to a knowledgeable local resident

This was on the agenda item 7.1

23/PC/29.2 Clerk to write to WBC to request that streetlights be switched off between the hours of 00:30 and 05:30

On the agenda at item 7.2.

- 23/PC/30.2 Clerk to contact Harry Williamson and update the committee on major incident planning

The Clerk has not yet been able to start to develop a Major Incident Plan for the council but will include talking to Wokingham Borough Council's (WBC) Emergency Planning Team as part of that process to ensure that the two dovetail with each other and will include where reciprocal support is possible.

The Clerk will update the committee as and when those discussions take place.

- 23/PC/31.1 Clerk to circulate response to the traffic consultation

This had been done

- 23/PC/31.2 Clerk to arrange a meeting in two weeks time to plan ahead for a consultation on Hyde End Lane

The Clerk advised that this should be considered further as part of the Traffic Working Party to establish the details of any future consultation.

Cllr Masseron reported that she had approached the school to request that the school opens their gates when there are matches at the weekends.

- 23/PC/32.2 Clerk to make BCllrs aware of the Validation of Planning applications list

This had been done.

- 23/PC/32.3 Clerk to promote work SPC had done to improve the buses in the parish

This will continue to be included in the newsletter and website.

- 23/PC/32.4 Clerk to respond to the resident and suggest she contacts Chris Easton at Wokingham Borough Council in relation to a crossing on Shinfield Road

This had been done.

23/PC/36 **Schedule of Deposited Plans**

36.1 None Received.

23/PC/37 **Appeals**

37.1 Planning Inspectorate Appeals

It was **NOTED** that there was no planning inspectorate appeals “in progress” in RG2 and three in RG7 currently “in progress” in the parish.

Members requested that another column be included to give additional information, for example, had the appeal been dismissed or approved, to enable a more quantitative view.

ACTION – Clerk to give a brief precis of the appeals outcome starting from March 2023

23/PC/38 **Enforcement Update**

38.1 Closed Enforcement Notices

Members noted the contents of the report

38.2 Live Enforcement Notices

Members noted the contents of the report

23/PC/39 **Highways, Street Lighting and Footpath Matters**

39.1 **Verbal Update on Highways, Street Lighting and Footpath Matters**

Cllr Masseron had circulated a report outlining the current position of footpaths in the parish. The following points were highlighted: -

- Footpath near Parrot Farm is nearing completion
- Cycleway – Eastern Relief road links to Langley Mead extension
- Cycling consultation should be published in the newsletter and website
- Footpath 20 is completed, however, the section alongside the football pitches is virtually impassable and the part leading to Basingstoke Road requires some attention. Clerk to follow up with Andrew Fletcher.

- Footpaths around Mays Farm are virtually impassable due to flooding. Contact the Countryside Department at WBC to supply money to finish the path.
- Langley Mead is wet and muddy
- Footpath 17 – opposite Deardon Allotments – path has barbwire fence on both sides creating a hazard. One side could be removed.
- More waste bins required, particularly dog waste bins. A suggestion was made to ‘sponsor a bin’ to help with the costs. Need to find out who the land management companies are and approach them. Firstly, establish how many bins are required and where they are needed.

ACTION –

- Cllrs Masseron, Emmet, the Clerk and Ian Young to meet to decide where bins should be
- Clerk to publish cycling consultation in the Newsletter and Website

39.2

Street Lighting

The Clerk has written to WBC to confirm the arrangements required to effect the change of street light hours so that they are turned off between 00.30 and 05.30. He has chased for a response.

ACTION – Clerk to write to WBC to request that the streetlights owned by SPC be switched off between the hours of 00:30 and 05:30

23/PC/40

Wokingham Borough Council S106 and CIL funds

40.1

Members noted the updated information from the Clerk regarding information received from WBC regarding S106 and CIL funds. However, it was still unclear where the CIL money had been spent in Shinfield Parish Council (SPC) and where the spend to support our bus network was identified

ACTION – Clerk to write to the Executive Member of finance at WBC to request a report identifying where CIL money had been spent in SPC

21:29 one member of the public left the meeting

23/PC/41

Spencers Wood Solar Farm Community Fund

41.1

At his presentation to the committee on 9th March, Mr Jenkison from Greentech referred to a Community Grant that may be available from Greentech and the Clerk had sought confirmation from him as to what would be required to access that grant. This was approved by the Committee.

Proposed: Cllr N Boyer
Seconded: Cllr N Masseron
Approved: Unanimously

ACTION – Clerk to apply for a Community Grant from Greentech

The Clerk reported that Solar Farms may be delayed by up to 11 years to connect to the grid and had drawn this to the attention of Greentech.

23/PC/42

Correspondence

42.1

Notice of the Submission of the West Berkshire Local Plan Review 2022-2039 to the Secretary of State (31 March 2023)

<https://www.westberks.gov.uk/lprexamination>

The Clerk highlighted the references to the Atomic Weapons Establishment (AWE).

Members noted the review.

23/PC/43

The next meeting is Thursday 11th May 2023

The meeting ended at 21:35

List of Actions

23/PC/37	Clerk to give a brief precis of the appeals outcome on the Planning Inspectorate Appeals outcome starting from March 2023	Clerk
23/PC/39.1	➤ Cllrs Masseron, Emmet, the Clerk and Ian Young to meet to decide where the waste bins should be provided	Cllrs Masseron, Emmet, the Clerk and Ian Young
	➤ Clerk to publish the cycling consultation in the Newsletter and Website	Clerk
23/PC/39.2	Clerk to write to WBC to request that the streetlights owned by SPC be switched off between the hours of 00:30 and 05:30	Clerk
23/PC/40.1	Clerk to write to the Executive member of finance at WBC to request a report identifying where CIL money had been spent in SPC	Clerk