

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 12th July 2023
At School Green Centre commencing at 19.30

Present: Cllrs Boyer, Grimes, James, Lias, Masseron, Peer (Chair) & Tatla

Attending: B Winton (Clerk) & S Herring (Deputy Clerk)
BCllr Glover
1 member of the public

23/PC/69 Public Questions

69.1 There were no public questions

23/PC/70 Apologies and declarations of Members' Interest

70.1 Apologies for absence were received from Cllr Jahromi

70.2 There were no declarations of members' interests.

23/PC/71 Minutes of the Previous Meeting

71.1 The minutes of the committee meeting of 14th June 2023 were approved and signed as such by Cllr Peer

Proposed: Cllr Tatla
Seconded: Cllr Grimes
Approved: Unanimously

71.2 Actions and Matters Arising

23/PC/58.1 Clerk to send Traffic Regulation Orders (TROs) to member of the public

This had been done.

23/PC/58.2 Clerk to write to the Executive member at WBC to enquire when the 123 list will be updated

The Clerk advised that following an update to the CIL regulations in 2019 WBC was now required to publish an Infrastructure Funding Statement and this replaced the Regulation 123 List. These Statements were the source of the analysis referred to at 23/PC/58.4

The latest document (covering 2021/22) contains only one page with general information on future plans but does refer readers to the Medium Term Financial Plan (2023/24 is available) which does include more information.

£256.2m capital expenditure is envisaged between 2023/24 and 2025/26. This included:
Shinfield West Primary School £30k p.a.
A327 Cycleway £350k 2025/26

Many programmes are referred to as being borough wide so there may be more expenditure in the parish but this is all that refers specifically to Shinfield parish.

In the previous version of the plan there was an entry for Spencers Wood Primary School £5.1m 2024/25 but this has been removed on the current document.

The Clerk has written to BCllrs Lindsay Ferris (Planning) and Imogen Shepherd-DuBey (Finance). BCllr Ferris has responded "I know that there have been detailed discussions on all sorts of capital related issues, but will find out whether we have a formal process" for involving Town and Parish Councils.

ACTION :

- Clerk to send a copy of Medium Term Financial Plans to members
- Deputy Clerk to add item to Full Council agenda

23/PC/58.4 Clerk to add to the Full Council agenda the analysis of CIL and S106 money, and to discuss with other parish clerks the significant imbalance in the figures between the lack of funding allocated to projects in Shinfield Parish and other parishes within WBC

This had been done

23/PC/58.5 BCllr Glover agreed to assist a member of the public in communicating with WBC regarding planning application 221366

BCllr Glover reported that following discussions with officers at Wokingham Borough Council (WBC) and experienced Borough Councillors that the planning permission would probably have been

granted regardless of the fact that the residents had not been notified of the planning application and been given the opportunity to comment. Cllr Peer explained that planning law did not take into consideration the quantity of objections made, and the matter would have been evaluated on its technical planning law merits and whether these complied, regardless of the number of objections raised. BCllr Glover had written to both the residents affected, expressing her sympathy with their cause, and informed them that there was not much that could be done.

23/PC/60.2 Clerk to complete assessment of streetlamps and report back to the
23/PC/39.2 committee

The Clerk advised that this had been started but would take time to complete

ACTION – Item to be carried forward to the next meeting

23/PC/60.2 Clerk to investigate the builder's rubble that had been deposited on
23/PC/53.2 the cycleway near the M4

The Clerk reported that he had not done anything on this one yet

ACTION – Item to be carried forwards to the next meeting

23/PC/61.3 Clerk to respond to the planning application PA231229 relating to 176
Land Adjacent Hyde End Road, Shinfield, Wokingham RG2 9ER

Full application for the proposed creation of access and hardstanding, with associated fencing and gates, formation of a dropped kerb and removal of a tree.

The Clerk had responded as agreed by the committee

23/PC/66.1 Clerk to follow up potential community fund with the Spencers Wood
Solar Farm company

See Minute 23/PC/77.1

23/PC/66.2 Clerk to investigate potential funding from the solar farm in the field
adjacent to the Spencers Wood Solar Farm with Swallowfield Parish
Council

See Minute 23/PC/77.2

23/PC/67.1 Clerk to make representation to WBC via the Borough Councillors on
an application for a Goods Vehicles Operators Licence

The points raised by members had been fed back directly to WBC.

- 23/PC/67.2 Clerk to set up a register for recording issues with sewage in the parish and other items of nuisance and inform WBC when appropriate

The Clerk advised that he had set up a register of reported nuisance to capture all nuisances referred to the parish council. So far this included:

- Vans using Bus Lane from Shinfield Meadows
- Sunday working at Shinfield Meadows
- Cricket Club parking at Millworth Lane
- Motorbike nuisance at Millworth Lane
- Sewerage at Lawrence Denne
- Overgrown vegetation
- Dumping rubbish
- Flower beds at SGC

- 23/PC/67.3 Cllr Lias to report to the committee on the current status of the roadworks on Church Lane/Basingstoke Road junction

Cllr Lias reported that Taylor Wimpey had confirmed that the junction works would not take place until 2024. This work was agreed, as part of the development work, to make the junction safer as a result of the new builds.

- 23/PC/67.4 Deputy Clerk to add to the agenda "Local Record of Flora and Fauna" to the agenda of the July meeting

This was on the agenda

23/PC/72

Schedule of Deposited Plans

- 72.1 PA 231405 - Kelsta-Li, Brookers Hill, Shinfield, Wokingham RG2 9BX

Householder application for the proposed erection of a single storey rear extension, raising of the roof to create first floor habitable accommodation, plus the erection of a balcony

After consideration of the planning application, it was agreed that SPC had no comments

ACTION: - Clerk to respond to WBC regarding PA 231405

72.2 PA 231437 - Carney's Yard, Church Lane, Three Mile Cross RG7 1HB

Full application for the Temporary use of land for the accommodation of 27 No cabins, 3 No caravans and 3 No welfare cabins with associated hardstanding and new fencing to western boundary, for a 14 month period to end of August 2024(RETROSPECTIVE)

After full consideration of the application members expressed concerns over the following:-

- What is happening about waste disposal?
- There are no proper sewerage or water facilities on site
- Site appears to be used for cheap accommodation
- Check with AWE and flag with them that there appears to be a small village emerging within the DEPZ
- Concerns over whether the contractors are complying with all relevant legislation
- Hedge lines and trees are being damaged
- Retrospective application

ACTION: -

- Clerk to circulate draft opposition on the above grounds to members
- Clerk to submit the objection to WBC
- Clerk to write to AWE to ensure they are aware of the situation and check they are employing contractors within all relevant legislation

23/PC/73

Appeals

73.1 The Clerk advised that there had been no changes to the previous report.

23/PC/74

Enforcement Notices

74.1 Closed Enforcement Notices

Members noted the contents of the report

ACTION – Clerk to ask WBC to explain the 'Other' comment that appears on the list of the Closed Enforcement Notices

74.2 Live Enforcement Notices

Members noted the contents of the report

75.1

Footpath matters

Cllr Masseron had circulated a detailed report and highlighted the following:-

- Cycle way was being used opposite Parrot Farm but there is currently no exit out onto the Arborfield Road
- A gate is required at the Millworth Lane end of the new path
- Crossing the Arborfield Road will be difficult as there is no designated crossing
- Footpath 18 was a good walk that was highly recommended
- Shinfield Volunteers and the Ramblers had carried out a lot of work manually to keep the footpaths maintained

ACTION –

- Cllr Masseron to raise the issue of crossing the Arborfield Road at the next Footpath & Cycleways meeting
- Clerk to request that Nigel Frankland create a gap in the fence at the Arborfield Road end of the path where the new footpath runs through to Millworth Lane or ask him to put up a sign at the Millworth Lane end to inform users that there was no exit at the end of the path.

The Chair thanked Cllr Masseron for her well presented report, and reminded the committee that SPC is always open to consideration in regard to requests from the Ramblers for particular funding of a project in which they are involved in the parish. An expression of thanks was made to the Ramblers Association for all the hard work they undertook in the parish.

Wokingham Borough Council S106 and CIL funds

76.1

The Clerk advised that there was no further update on this at present.

Spencers Wood Solar Farm Community Fund

77.1

The Clerk advised that a draft deed had been received on 12th July from the company for consideration. The company would pay £500 per MW of installed capacity per annum (planned capacity is 25MW so £12,500 p.a. once the farm was operational) and updated by RPI annually.

SPC commitments were as previously discussed in committee but the main one was to “spend the payments received on goods and services, which are for the promotion or improvement of the environmental, social, educational, cultural or economic benefit of the parish community including for the avoidance of doubt the administrative and general expenses incurred by the Parish Council”

ACTION: - Clerk to add to agenda for Full Council

77.2 Clerk to investigate potential funding from the solar farm in the field adjacent to the Spencers Wood Solar Farm

The Clerk advised that he had confirmed with the Clerk to Swallowfield Parish Council that both parish councils had received a payment of £10,000 each from the developer as a one-off community contribution. This was received in 2015/16 as the ORTA Solar Grant which was taken into Energy Efficiency Fund Reserve. It was believed this was put towards the £40,000 project to switch to LED street lamps the following year.

23/PC/78

Local Record of flora and Fauna

78.1 The Clerk had undertaken some research and reported there were already schemes available that may offer a route towards the local flora and fauna in the Parish.

The National Biodiversity Network (NBN) has members including the Environment Agency, Natural England, Wildlife Trusts and RSPB. Through their website they point interested parties to sites for recording their local area but each route is brought together into a National recording Scheme and can be viewed via the NBN atlas.

ACTION – Clerk to promote the NBN website to local residents and schools to encourage them to record any findings

23/PC/79

Correspondence

79.1 Basingstoke Road TRO – parking restrictions

Members reviewed the proposed parking restrictions on the Basingstoke Road, Spencers Wood and highlighted that there could be an issue for the properties opposite as vehicles were likely to park outside the houses and block the driveways. Additional yellow lines should be put opposite the bus stop to prevent congestion. Enforcement needs to be in operation to ensure that the area is kept clear.

ACTION –

- Clerk to request that the Highways Department, WBC, continues to assess the impact on residents on the opposite side of the road to the yellow lines and ensure that enforcement is in place.
- Clerk to seek rates from WBC for enforcement if the parish decided to pay for its own enforcement

79.2 WBC Planning Update Tuesday 4th July

The Clerk reported that he, the Deputy Clerk and Cllrs Peer, Lias, James, Grimes and Tatla were present at the WBC Planning Update on 4th July out of an attendance of 35. Officers were questioned about the withdrawal of the planned bus gate on Beke Avenue and agreed to discuss further with Cllr Grimes.

ACTION –

- Clerk to write to WBC regarding the potential enhanced traffic levels after the opening of Beke Avenue that crossed an extensively used footpath and request a meeting with Cllr Grimes and the Clerk
- Clerk to share the slides with members once received

79.3 Gate between Skylark and Parker Close

A member of the public has asked for assistance with a gate for this area to stop motorbikes (and on one occasion a car) from using this pathway.

ACTION – Clerk to contact WBC and request for offset gates to be installed at the point where the path connects Skylark Way and Parker Close.

79.4 Moving Traffic Order

The Clerk advised that WBC had informed him that there had been no objections to a Moving Traffic Order which would give WBC greater enforcement powers over the Bus Lane between Fullbrook Avenue and Bolton Drive. This would now go to Executive Member approval on 27th July.

79.5 New Parliamentary Constituency name

Cllrs were concerned that the new Parliamentary Constituency name excluded Shinfield even though 13.6% of the constituents were resident in Shinfield parish. While members would have liked Shinfield to have been included in the constituency name it was recognised that it would now be too late.

23/PC/80

Date of the next meeting

- 80.1 The date of the next meeting will be on Wednesday, 9th August 2023 (Apologies were received in advance from The Clerk)

The meeting ended at 21:10

List of Actions

23/PC/71.2 23/PC/58/2	Clerk to send a copy of the Infrastructure Funding Statements and Medium Term Financial Plans to members	Clerk
23/PC/71.2 23/PC/39.2	Assessment of streetlamps to be carried forward to the next meeting	Clerk
23/PC/71.2 23/PC/53.2	Clerk to investigate the builder's rubble that had been deposited on the cycleway near the M4 to be carried forward to the next meeting	Clerk
23/PC/72.1	Clerk to respond to WBC regarding PA 231405	Clerk
23/PC/72.2	Clerk to circulate draft opposition on the issues discussed regarding PA231437 to members	Clerk
23/PC/72.2	Clerk to submit the objection on PA 231437 to WBC	Clerk
23/PC/72.2	Clerk to write to AWE to ensure they are aware of the situation and check they are employing contractors within all relevant legislation	Clerk
23/PC/74.1	Clerk to ask WBC to explain the 'Other' comment that appears on the list of the Closed Enforcement Notices	Clerk
23/PC/75.1	Cllr Masseron to raise the issue of crossing the Arborfield Road at the next Footpath & Cycleways meeting	Cllr Masseron
23/PC/75.1	Clerk to request that Nigel Frankland, UoR, create a gap in the fence at the Arborfield Road end of the path where the new footpath runs through to Millworth Lane or ask him to put up a sign at the Millworth Lane end to inform users that there was no exit at the end of the path	Clerk
23/PC/77.1	Clerk to add to the agenda for Full Council the Spencers Wood Solar Farm Community Fund draft deed	Clerk
23/PC/78.1	Clerk to promote the NBN website to local residents and schools to encourage them to record any findings	Clerk
23/PC/79.1	Clerk to request that the Highways Department, WBC, continues to assess the impact on residents on the opposite side of the road to the yellow lines and ensure that enforcement is in place.	Clerk
23/PC/79.1	Clerk to seek rates from WBC for enforcement if the parish decided to pay for its own enforcement	Clerk

23/PC/79.2	Clerk to write to WBC regarding the potential enhanced traffic levels after the opening of Beke Avenue that crossed an extensively used footpath and request a meeting with Cllr Grimes and the Clerk	Clerk
23/PC/79.2	Clerk to share the slides from the WBC meeting with members, once received	Clerk
23/PC/79.3	Clerk to contact WBC and request for offset gates to be installed at the point where the path connects Skylark Way and Parker Close	Clerk

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