

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 9th September 2026
At School Green Centre commencing at 19:30

Present: Cllrs Boyer, Hoyle, James, Masseron, Peer (Chair) and H Pollock

Attending: B Winton (Clerk)
M Kalsi-Spiller (Deputy Clerk)
Cllr G Poole
1 Member of the Public

26/PC/82 Public Questions

82.1 To receive and consider any public questions. There were no public questions.

26/PC/83 Apologies and declarations of Members' Interest

83.1 Receive and consider approval of apologies for absence

Apologies had been provided by P Jahromi

83.2 Declarations of Interests

Cllr Masseron advised that she had joined the Shinfield Volunteers Group.

26/PC/84 Minutes of the Previous Meeting

84.1 The minutes of the Planning and Highways Committee held on 8th July 2026, 2026, were approved and signed as such by Cllr Peer. It was agreed that the 3rd paragraph of draft minute 69.1 would be deleted and that Cllr Peer was authorised to sign the minutes with that amendment.

Proposed: Cllr Boyer
Seconded: Cllr James
Approved: Unanimously

 07/10/26
Peer

84.2 Actions and Matters Arising from the meeting held on 8th July 2026

- 26/PC/67.1 Clerk to add Basingstoke Road, Spencers Wood to the list of traffic issues and discuss further with Wokingham Borough Council (WBC)

ACTION: Clerk to add Basingstoke Road, Spencers Wood to the list of traffic issues and discuss further with Wokingham Borough Council (WBC)

- 26/PC/67.1 BClIr Johnson to contact the Community Speed Watch team

BClIr Johnson had been unwell so this had not been progressed. Cllr Hoyle was asked to pass on the best wishes of the committee to BClIr Johnson.

- 26/PC/67.1 BClIr Johnson to ask for more volunteers for the Community Speed Watch team via social media

As above.

- 26/PC/69.1 Deputy Clerk to invite Matt Gould, WBC and BClIr Betteridge to the next meeting of the committee in September 2026 to discuss the School Green Centre Car Park

The meeting has not yet taken place.

ACTION: Clerk to arrange a meeting with WBC on traffic matters (BClIr Betteridge and M Gould)

- 26/PC/70.2 Clerk to arrange a meeting of the Traffic Working Party

(26/PC/63.1)

This would follow the previous item.

- 26/PC/70.2 Clerk to contact the local residents' associations for nominations to join the NDP working party

(26/PC/64.1)

This had not yet been done. The Clerk advised he would like to involve the Community Engagement Officer in this exercise.

ACTION - Clerk to contact the local residents' associations for nominations to join the NDP working party

- 26/PC/71.1 Deputy Clerk to add Terms of Reference to the agenda of the Full Council meeting in July

This had been done.



26/PC/72.1 Deputy Clerk to add membership of the committee to the agenda of the Full Council meeting in July

This had been done.

26/PC/73.2 Deputy Clerk to submit the response to planning application PA261486 on the WBC planning portal

This had been done.

26/PC/76.3 BCllr Johnson to raise a potential footpath on Grazeley Road with BCllr Betteridge

See 67.1 above.

26/PC/79.1 Clerk to chase Wokingham Borough Council (WBC) for a response and report back to committee when a decision had been made on the Assets of Community Value submissions

This had been done and a response had been received from WBC. See agenda.

26/PC/80.1 All members of the committee to review the West Berkshire Local Plan Update

This had been done.

26/PC/80.1 Clerk to request automatic notification relating to the West Berkshire Local Plan update

This had been done.

26/PC/85 Response to WBC CIL Consultation

85.1 Response to WBC CIL Consultation

Members discussed the draft response to WBC CIL Consultation. It was felt that the document should have a stronger section on the weaknesses of and the issues experienced by SPC with regards to 106. The Clerk was authorised to submit the response with this additional section included.

Proposed: Cllr Boyer
Seconded: Cllr H Pollock
Approved: Unanimously

ACTION: Clerk to add a further section on s106 and then submit the council's response.



26/PC/86

Schedule of Deposited Plans

- 86.1 Planning applications were circulated to members weekly. Plans deposited following the most recent Thursday planning email which required urgent attention would be forwarded as received.

There were no plans for discussion.

26/PC/87

Appeals

- 87.1 Planning inspectorate appeals relating to Shinfield Parish

There were no changes to the previous reported list of planning inspectorate appeals.

26/PC/88

Enforcement Notices

- 88.1 Closed Enforcements tables for July/August 2026

In July & August there were

- 9 cases deemed no breach
- 5 cases of voluntary compliance
- 2 not expedient

Members **NOTED** the Closed Enforcement Tables.

- 88.2 Outstanding Enforcements tables at the end of August 2026

Bismillah House – now had reduced to 7 ongoing cases. There were 6 new enforcement notices since the last meeting

Members requested more information on closed case RFS/2026/091655.

Members **NOTED** the outstanding Enforcement tables.

ACTION: Deputy Clerk to request details of enforcement case RFS/2026/091655

26/PC/89

Highways, Street Lighting and Footpath Matters

- 89.1 Update on footpaths

Clr Masseron gave an update on various footpaths. With respect to the Footpath 22 at the end of Sussex Lane, the landowners had expressed an interest in a kissing gate.

ACTION – Clerk to circulate update for Clr Masseron regarding Footpath 12.

ACTION – Deputy Clerk to add Kissing gate for Footpath 22 at the end of Sussex Lane to the agenda for the next meeting.



89.2 Traffic Matters

There had been fly-tipping in Church Lane on 23rd July 2026.

No response had been received as yet regarding the residents' petition to close Church Lane to through traffic.

30 mph signage was installed in Grazeley, however the roundels have not been painted.

89.3 A verbal report on any other Highways, Street Lighting and Footpath matters

There were no other matters to report.

26/PC/90

Renewal of Neighbourhood Development Plan (NDP)

90.1 The next meeting of the Working Party would follow the usual pattern of the evening after Full Council meeting starting on 24th September.

The ONH consultant had been commissioned to assist with the plan.

ACTION: Clerk to forward draft document from ONH before the next Neighbourhood Plan meeting on 24th September.

90.2 Assets of Community Value

The Clerk continues to chase WBC for an update regarding Assets of Community Value. He had been advised by WBC there had been an initial review, but WBC staff had then been focussed on the Local Plan Update. The Clerk had been advised that he would be asked for some additional information.

ACTION – Clerk to respond to WBC request for additional information regarding Assets of Community Value when received

26/PC/91

National Planning Policy Framework (NPPF) August 2026

91.1 The Clerk advised that a new version of the National Planning Policy Framework had been issued by the government in August 2026. A digest of the 130-page document had been included with the papers for the meeting.

Members discussed and **NOTED** the National Planning Policy Framework had been issued by the government in August 2026.



26/PC/92

Correspondence

- 92.1 Proposed solar farm south of Spencers Wood

The Clerk advised that a formal agreement for SPC to receive an annual grant from the solar farm would be provided shortly.

ACTION: Clerk to add formal agreement for grant from solar farm south of Spencers Wood to next committee meeting when received

- 92.2 Council's response to WBC's consultation on a Parking Consolidation Order/Public examination?

Members **NOTED** the summary of the proposals included in the papers for the meeting.

- 92.3 Proposed relocation of Bearwood School to new Primary School in Spencers Wood.

The Clerk advised that he had received reassurances from BCllr Bray and Piers Brunning, WBC School Places Planning Manager that when the now Bearwood Primary School relocates to Spencers Wood in 2028 there will be adequate space across all years for Spencers Wood children.

- 92.4 Development of Plaza to the north of School Green Centre

The Clerk has chased both the developers and Chris Howard at WBC for an update on this matter. He would be meeting with a representative from Vistry on 17th September to discuss the development of the Plaza further. Vistry.

- 92.5 Planning Application 250517 (Body's Farm)

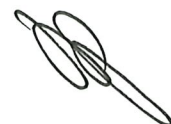
Members **NOTED** that Planning Application 250517 (Body's Farm), "had been withdrawn upon instruction from the applicant/agent" according to WBC.

25/PC/93

Date of the next meeting

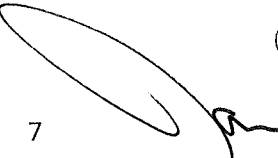
- 93.1 The date of the next meeting will be Wednesday, 7th October 2026

The meeting ended at: 20:40.



List of actions

Minute	Action	Responsibility
84.2 (26/PC/67.1)	Add Basingstoke Road, Spencers Wood to the list of traffic issues and discuss further with Wokingham Borough Council.	Clerk
84.2 (26/PC/69.1)	Arrange a meeting with WBC on traffic matters involving BCllr Betteridge and M Gould.	Clerk
84.2 (26/PC/70.2)	Contact local residents' associations for nominations to join the NDP working party.	Clerk
85.1	Add a further section on section 106 and submit the Council's response to the WBC CIL consultation.	Clerk
88.2	Request details of enforcement case RFS/2026/091655.	Deputy Clerk
89.1	Circulate the update for Cllr Masseron regarding Footpath 12.	Clerk
89.1	Add the proposed kissing gate for Footpath 22 at the end of Sussex Lane to the agenda for the next meeting.	Deputy Clerk
90.1	Forward the draft document from ONH before the next Neighbourhood Plan meeting on 24 September.	Clerk
90.2	Respond to WBC's request for additional information regarding Assets of Community Value when received.	Clerk
92.1	Add the formal agreement for the grant from the solar farm south of Spencers Wood to the next committee meeting when received.	Clerk


07/10/26