

To all members of Planning & Highways Committee

Notice is hereby given and you are summoned to attend a meeting of the Planning and Highways Committee on Thursday 12th January 2023, at the School Green Centre, RG2 9EH, commencing 19.30



Bruce Winton
6th January 2023

Members: Cllrs. N. Boyer, P. Emmet, A. Grimes, P. Jahromi, L. James, M Jones, D. Lias,
N Masseron, D. Peer (Chair), R Tatla

Agenda

1. Public Questions

- 1.1 To **RECEIVE** and **CONSIDER** public questions

2. Apologies and declaration of members' interests

- 2.1 To **RECEIVE** and **CONSIDER** approval of apologies for absence
- 2.2 To **RECEIVE** members' declarations of interest

3. Minutes of the previous meeting

- 3.1 To **RECEIVE** and **APPROVE** the minutes of 1st December 2022 as a correct record of the meeting and to authorize the Chairman to sign the same *
- 3.2 To **CONSIDER** matters arising from the minutes

4. Schedule of Deposited Plans

- 4.1 Planning applications are being reviewed weekly. Plans deposited following the most recent Thursday planning email which require urgent attention will be forwarded as received

5. Appeals

- 5.1 To **RECEIVE** and **CONSIDER** planning inspectorate appeals relating to Shinfield Parish (<https://acp.planninginspectorate.gov.uk/CaseSearch.aspx>)

6. Enforcement Notices

- 6.1 To **RECEIVE** and **NOTE** the Closed Enforcements table* (for information only)
- 6.2 To **RECEIVE** and **NOTE** the Outstanding Enforcements table* (for information only)

7. Highways, Street Lighting and Footpath Matters

- 7.1 To **RECEIVE** and **CONSIDER** a verbal update on Highways, Street Lighting and Footpath Matter
- 7.2 To **RECEIVE** and **CONSIDER** the situation regarding the footpath on Fullbrook Avenue
- 7.3 To **RECEIVE** and **CONSIDER** a report on reducing the hours of operation of the street lighting **

8. Road Traffic

- 8.1 To **RECEIVE** and **CONSIDER** a verbal update regarding the Traffic Working Party

9. Correspondence

- 9.1 To **RECEIVE** and **CONSIDER** the West Berkshire Council Local Plan Review (<https://www.westberks.gov.uk/local-plan-review>) *
- 9.2 To **RECEIVE** and **NOTE** an article in Wokingham Today by Borough Councillor Ferris, Executive Member for Planning

10. Project Schedule

- 10.1 To **RECEIVE** and **CONSIDER** the Project Schedule*

11. Future Meetings

- 11.1 The next Planning & Highways Committee meeting will be **Thursday 9th February 2023**

*** indicates papers attached**

**** indicates papers to follow**

Minutes of a meeting of
Planning & Highways Committee
Held on Thursday 1st December 2022
At School Green Centre commencing at 19.30

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

Attending: Bruce Winton (Clerk), Sally Herring (Deputy Clerk) and one member of the public

22/PC/114 Public Questions

114.1 No public questions had been received

22/PC/115 Apologies and declarations of Members' Interest

115.1 There were no apologies for this meeting.

115.2 There were no declarations of members' interests.

22/PC/116 Minutes of the Previous Meeting

116.1 The minutes of the committee meeting of 3rd November 2022 were
approved as a correct record and signed as such by Cllr Peer.

Cllr Peer thanked Cllr Lias for deputising during her absence.

Proposed: Cllr R Tatla
Seconded: Cllr P Emmet
Approved: Unanimously

116.2 **Actions and Matters Arising**

106.5 Clerk to chase the University of Reading regarding the condition of
Footpath 17 in relation to the narrowing of the entrance at the
bottom part of the field and the barbwire fences on either side

The Clerk had written to Nigel Frankland at University of Reading on
19th November and NF had indicated he would look to have scalplings
laid as an interim measure.

ACTION – Clerk to add to the next agenda

- 75.3 Clerk to send letter as discussed at previous meeting regarding availability of land for potential retail development

The Clerk had written to the resident on 7th November. No response had been received.

- 101.5 Clerk to write to the resident in Hayes Drive

The Clerk had written to the resident in Hayes Drive explaining the latest position including that Taylor Wimpey were close to handing over the development to Wokingham Borough Council (WBC) which would then allow them to install double yellow lines. The resident was still dissatisfied that immediate action could not be taken. It was NOTED that there was nothing further Shinfield Parish Council (SPC) could do at this time.

- 102.1 Clerk to contact John Russell regarding the travel plan for Crosfields School

The Clerk had been informed by John Russell at Motion that WBC had discharged the travel condition on Crosfields School. The detailed explanation was not available online via the planning portal and John Russell had asked WBC to provide him with a copy.

ACTION – Clerk to follow up with John Russell

- 108.2 Clerk to apply for rights of representation in respect of Planning Application 201022 – Proposal of 49 dwellings on land west of Kingsfisher Drive

This was an item on the agenda

- 110.1 Clerk to write to the developers (Taylor Wimpey) to raise a Health and Safety issue in respect of Footpath 20

This was an item on the agenda

- 110.2 Clerk to investigate potential savings, for reducing the number of hours the street lights were switched on, to ascertain if this was a financially viable option

This was an item on the agenda

- 11.2 Clerk to check what would be required to make changes to the timing of the street lights

This was an item on the agenda

- 111.1 Clerk to establish if there was any opportunity to co-ordinate with Swallowfield Parish Council in relation to controlling the traffic from Riseley to Spencers Wood

This was an item on the agenda

- 112.1 Clerk to write to Clarke Telecom (CT) proposing the relocation of the mast at the MereOak Park and Ride site

This was an item on the agenda

- 112.1 Clerk to find out if CT had any statutory rights

This was an item on the agenda

22/PC/117

Schedule of Deposited Plans

- 117.1 Planning Application 223287

The Clerk reported that the application from the University of Reading (UoR), for five sports pitches in addition to those already planned at High Copse had resulted in 90 negative objections. In summary, the objections were focused on traffic, access and parking issues

Summary of objections

Car Parking	40	Unsuitable	8
Traffic	55	Village	5
Wildlife	56	Bus Lane	3
Green Space	43	Promise not to	3
Not needed	35	build on site	
Pollution	25	Other	6

Members noted that the application was for four junior pitches and one full size rugby pitch in addition to the main application for a pavilion, a cricket pitch and two full sized pitches.

Residents were concerned about the traffic to the proposed pavilion through residential areas (and including coaches). They were also concerned that the distance between the pavilion and the furthest of the additional pitches might lead to ad-hoc parking near to where a match was to take place rather than in the dedicated car park.

Cllr Lias brought to the attention of the Committee the potential relocation of the new primary school to reposition it outside the area of the DPEZ. This would conflict with the building of the sports pitches at High Copse.

It was NOTED that Members were unanimously in agreement to support the local residents' objections, although it was recognised that SPC had very little control.

ACTION

- a) Clerk to respond to the application in support of the residents' concerns
- b) Clerk to arrange a meeting with Nigel Franklin, UoR and Cllrs Clarke & Peer to discuss the proposal from AWE regarding the relocation of the primary school

22/PC/118

Appeals

118.1 Planning Inspectorate Appeals

It was NOTED that there were 8 planning inspectorate appeals currently in progress in the parish.

118.2 Attendance at Planning Inquiry in respect of Planning Application 201002 – Proposed 49 dwellings on land west of Kingfisher Drive

Rights of representation had been applied for and Cllr Lias was able to attend as a representative of Shinfield Parish Council (SPC). Cllr Peer thanked Cllr Lias for attending on behalf of SPC.

Cllr Lias reported on the following, from his attendance at the Planning Inquiry:-

- Only one planning officer was present from WBC
- The appellant presented a strong case in favour of the application with supporting information
- Although the dwellings would be located within the DEPZ the appellant argued that there would be minimal risk to future

residents and any risk would be dependent on the direction of wind flow

- WBC had a protocol to react within 20 minutes of an incident: residents are instructed to stay indoors and shut all windows and doors for 48 hours after which full evacuation to either the leisure centre in Lower Earley or South Reading where decontamination procedures would be carried out

Councillors felt that any risk, regardless of whether or not it was minimal, was still of concern. It was reiterated that SPC already had a high percentage of low cost housing and believed the case was being used to test the constraints of the DEPZ. It was recognised that ultimately it was the decision of the MOD and AWE and that SPC should ask for clarification.

ACTION – Clerk to write to the MOD and AWE expressing members concerns and asking for clarification of the risks

22/PC/119

Enforcement Update

119.1 Closed Enforcement Notices

The Clerk reported that these had not been received and he would forward them to the Members for comment once he had them

ACTION – Clerk to circulate Closed Enforcement Notices to the Committee Members once received

119.2 Live Enforcement Notices

The Clerk reported that these had not been received and he would forward them to the Members for comment once he had them

ACTION – Clerk to circulate Live Enforcement Notices to the Committee Members once received

119.3 Carney's Yard, Church Lane, Three Mile Cross

The Clerk had circulated a response from Helen Maynard, Principal Planner at WBC. WBC had visited the site where the tenant had stated that work was being carried out as “national security works”. The tenant had been asked to apply for temporary planning permission on this basis.

Members expressed concern that the site was not being used for the original purpose.

ACTION – Clerk to keep the application under review

22/PC/120

Highways, Street Lighting and Footpath Matters

120.1 Footpath 20

The Clerk had not yet written to the developers.

ACTION – Clerk to write to the developers (Taylor Wimpey) to raise a Health and Safety issue in respect of Footpath 20

120.2 Street Lighting

The Clerk presented a verbal report on previous years expenditure on street lighting, and the current and projected expenditure, to demonstrate the increase in costs due to the rise in electricity costs. The increased costs had resulted in the expenditure far exceeding the budget. A list of street lights that SPC were responsible for had been obtained. All these streetlights had LED bulbs, were remotely connected, and could easily be reprogrammed to switch off at set hours with no additional costs to SPC. There were no statutory requirements to have street lights.

Members suggested that each light be evaluated individually to ascertain whether there would be any potential risk in switching off the lights between 00:00 and 05:00. For example, it was not felt appropriate to turn off lights where roads regularly flood and at busy road junctions. It was noted that traffic was minimal during these hours and statistically vehicle crime reduced when they were in an unlit area.

The Clerk was asked to prepare a report on a light by light basis for the next meeting and to advise on how best to consult with residents who may be affected by any changes

ACTION – Clerk to:-

- prepare an evaluation of risks, per street light, that were the responsibility of SPC
- advise on how best to consult with residents who may be affected by any changes adopted by the committee

22/PC/121**Road Traffic****121.1 Traffic Working Party**

The Traffic Working Party has been meeting every two weeks. Cllr James provided a summary of the work carried out by the Working Party to date.

The proposals were aimed at reducing the amount of through traffic in the parish, reducing speed levels and deterring the use of specific roads as cut-throughs. The proposals included

- reducing the speed limits to 30mph across the Parish with 20mph speed limits outside school areas
- installing traffic calming measures to encourage the use of the Eastern Relief Road (ERR) and the A33
- extending the bus lane on Hollow Lane to reduce the general traffic to single lane usage (again encouraging use of the ERR)
- Making Church Lane between St Mary's Church and the junction opposite the Six Bells one-way (actual direction to be in consultation with residents)

As some of the proposals would involve Riseley, the Clerk reported that Swallowfield Parish Council and the BCllr for Swallowfield had been invited to join the next meeting of the Traffic Working Party.

The Clerk reported that a public consultation would take place at the School Green Centre on 28th January 2023 at the same time as the sports consultation. Motion could be invited to assist with the public meeting. Depending on the results of the consultation SPC may request Motion to assist with the planning. There would then be a detailed discussion with WBC Highways about how these proposals could be achieved.

ACTION – Clerk to report back to the next meeting of the Planning and Highways Committee

22/PC/122**Correspondence****112.1 Clarke Telecom (CT) - Regarding proposed mast for Three Mile Cross**

The Clerk had written to CT regarding the proposed mast for Three Mile Cross and submitted the response for further discussion.

Members NOTED the response from CT but requested that the Clerk write to them again including a map to indicate the desired positioning of the mast. Concerned was again expressed regarding the current

proposed location as it was deemed to be too close to residential property

ACTION – Clerk to write to CT, including a map of a suggested position for the mast, and to request they reconsider their proposal

22/PC/123

Project Schedule

113.1 There was nothing further to report

The meeting ended at 20:55

The next meeting is Thursday 5th January 2023

List of Actions

22/PC/116.2	106.5 - Clerk to chase the UoR regarding the condition of Footpath 17 and add to the next agenda	Clerk
	102.1 - Clerk to follow up with John Russell regarding the travel plan for Crosfields School	Clerk
	110.1 – Clerk to write to the developers (Taylor Wimpey) to raise a Health and Safety issue in respect of Footpath 20	Clerk
22/PC/117	Planning Application 223287	
	a) Clerk to respond to the application in support of the residents' concerns	Clerk
	b) Clerk to arrange a meeting with Nigel Franklin, UoR and Cllr Clarke to discuss the proposal from AWE regarding the relocation of the primary school	Clerk
22/PC/118	Clerk to write to the MOD and AWE, in relation to Planning application 201002, expressing members concerns and asking for clarification of the risks	Clerk
22/PC/119.1	Clerk to circulate the Closed Enforcements Notices to the Committee Members once received	Clerk
22/PC/119.2	Clerk to circulate the Closed Enforcements Notices to the Committee Members once received	Clerk
22/PC/119.3	Clerk to keep the application for Carney's Yard, Church Lane, Three Mile Cross, under review	Clerk
22/PC/120.1	Clerk to write to the developers (Taylor Wimpey) to raise a Health and Safety issue in respect of Footpath 20	Clerk
22/PC/120.2	Streeting lighting	
	- Clerk to prepare an evaluation of risks, per street light, that were the responsibility of SPC	Clerk
	- Clerk to advise on how best to consult with residents who may be affected by any changes adopted by the committee	Clerk

22/PC/121.2	Clerk to report back to the next meeting of the Planning and Highways Committee on the Traffic Working Party	Clerk Clerk
22/PC/122	Clerk to write to CT, including a map of a suggested position for the mast, and to request they reconsider their proposal	Clerk

Reference	Address	Case Detail	Closed Date	Closure Reason
RFS/2022/087590	Uplands, Basingstoke Road, Spencers Wood, Wokingham, RG7 1AP	Application 222052 refused part retrospective wall and gates	12 December 2022	Notice served
RFS/2022/087682	14 Hollow Lane, Shinfield, Wokingham, RG2 9BT	high brick wall & fence adjacent to highway	20 December 2022	Voluntary compliance
RFS/2022/087724	1 Martyn Crescent, Shinfield, Wokingham, RG2 9WF	new conservatory and changes to garage w/o pp	8 December 2022	Application submitted
RFS/2022/087755	3 Wilsford Close, Shinfield, Wokingham, RG6 4BP	works done to TPO trees w/o approval	20 December 2022	No breach
RFS/2022/087757	11 Westall Street, Shinfield, Wokingham, RG2 9RJ	large outbuilding w/o pp	1 December 2022	No breach
RFS/2022/087804	11 Simonds Grove, Spencers Wood, Wokingham, RG7 1BH	large shed erected in rear garden without PP and higher than PD	14 December 2022	No breach

Wokingham Borough Council – Previous month's closed Enforcement Cases for Shinfield Parish - January 23

For further information about a case, please contact planning.enforcement@wokingham.gov.uk, quoting the reference number

Confidential: Information that needs to be handled with care to avoid loss, damage or inappropriate access. Information which incorrectly disseminated could cause some distress to a limited number of individuals.

Reference	Address	Case Detail	Case Status
RFS/2022/087069	Foxglade, Brookers Hill, Shinfield, Wokingham, RG2 9BX	Change of the use of the land for the stationing of a caravan for hu	Awaiting compliance
RFS/2022/087402	56 Cirrus Drive, Shinfield, RG2 9FL	Unauthorised creation of a house in multiple occupation.	Awaiting application
RFS/2022/087403	17 Pascal Crescent, Shinfield, RG2 9FP	Unauthorised creation of a house in multiple occupation.	Awaiting application
RFS/2022/087596	Pulleyn Transport Ltd, Church Lane, Three Mile Cross, Wokingham, RG7 1HB	U/A operating works taking place extended site	Investigation ongoing
RFS/2022/087654	2 Railton Close, Shinfield, Wokingham, RG2 8TB	Application refused but work has started	Investigation ongoing
RFS/2022/087690	Land adjacent to, 181 Hyde End Road, Shinfield, Reading, RG2 9EU	u/a works to TPO tree	Investigation ongoing
RFS/2022/087720	Willow Tree House, Brookers Hill, Shinfield, Wokingham, RG2 9BX	U/A works taking place without permission	Investigation ongoing
RFS/2022/087811	Land West Of, Beech Hill Road, Spencers Wood, Reading, RG7 1HL	possible breach of landscape condition and s106 agreement	New case
RFS/2022/087839	Willow Tree House, Brookers Hill, Shinfield, Reading	Storage of double decker buses without pp	New case

Wokingham Borough Council – Live Enforcement Cases for Shinfield Parish - January 23

For further information about a case, please contact planning.enforcement@wokingham.gov.uk quoting the reference number

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The Local Plan Review (LPR)

We are producing a new Local Plan that will guide development across West Berkshire until 2039. [Click here to watch our video about the West Berkshire Local Plan.](#)

The Local Plan determines how many new homes are needed and where they should be built. It also looks at employment needs and finds opportunities for future growth. It will also identify the places where growth should be limited. West Berkshire is a great place to live, work and visit - and we want to keep it that way for future generations.

Latest updates:

- Councillors voted on 1 December 2022 to move the Local Plan Review submission to the next stage. The Regulation 19 public consultation will start in January 2023. Further details to follow.
- Following extensive consultation during the Regulation 18 period, the plans for a new strategic development to the north-east of Thatcham have been scaled back to 1,500 new homes by 2039.
- The Plan includes proposals for 9,000 new homes in West Berkshire through 2039, emphasises how development can address the climate crisis, and safeguards the district's valuable assets.

You can also [sign up to our Local Plan newsletter](#) to get updates direct to your inbox.

Why is the Local Plan being reviewed?

Find out more about why and when the local plan is reviewed.



West Berkshire Local Plan Review to 2039

The Local Plan Review will set out the planning policies for West Berkshire to 2039.



Local Plan Review: Have Your Say

Local Plan Review Evidence Base >

Register for the Planning Policy
Consultation Database >

Statement of Community
Involvement >

What you've told us >

Wokingham Today article by Borough Councillor Lindsay Ferris

It is six months since I took on the role of Exec member for Planning and Local Plan. It has certainly been a very busy period. In early summer we received important information from the 2021 Census. Between 2011 and 2021, the population of Wokingham Borough increased by just over 15%, while the average across the Country was only 6.3%. Our area has therefore grown 2.5 times the national average. This is not surprising when you see all the new homes that has been built across large parts of the borough has delivered more than its fair share of homes towards the Conservative government's annual housing target. In mid-summer, we received the analysis of the near 3,000 submissions to the WBC LPU Regulation 18 Consultation that took place late 2021/early 2022.

From this analysis, it became clear that all proposed housing sites included in that consultation had received objections from some quarters.

This is unsurprising as the provision of new housing is often controversial, with many local residents concerned about over-development, loss of habitat and the change to the character of our area. However, others also continue to recognise that we remain in an acute housing crisis and that new housing, in particular new affordable housing continues to be needed locally.

The issue we must now address is how to move forward with a New Local Plan, and one that meets, as best we can, the wishes of our residents, including those that need the new housing we must provide.

You will have seen on several occasions in this newspaper, the leader of Wokingham Borough Council, Cllr Clive Jones, continuing to lobby the Government about excessive Housing numbers in our area.

He has written to all three of the Secretary of States for Levelling up, including Michael Gove MP for a second time when he was reinstated in this post a couple of months ago.

At long last we believe the Government has heard this message.

On December 6, 2022, Mr Gove issued a statement in the House of Commons that they would be producing a Prospectus on Planning including the Local Plan before Christmas.

On December 22, two consultation documents were issued. One that covers the levelling up proposals and a second, which sets out draft revised planning policy for England and Wales called the NPP .

This document is the one that is used by Government to guide and drive the Local Plan process.

Within the revised NPPF there are a number of proposed changes that gives us cause for cautious optimism that our lobbying has worked, that we have been listened to, and that there is potential for changes within the Local Plan process that we trust could lead to more manageable and acceptable housing numbers in areas like ours, that have delivered considerable housing development over the past five-10 years.

The first ground for optimism relates to past over-delivery of Homes in an area. The draft NPPF states: "If there is clear evidence of past over-delivery, in the terms of the number of homes permitted, compared to the housing requirement, in which case this over-delivery may be deducted from the provision required in the New Plan".

In Wokingham area, it is currently estimated that there has been an over-delivery somewhere in the region of 1,800 homes during the period of the current Local Plan (2006 -2026).

If the draft NPPF comes forward unchanged in its final form, it would suggest that this level of past over-delivery could be taken into account, thereby potentially reducing the number of homes required within our new Local Plan, currently under preparation.

The second ground for optimism relates to the removal of something called a housing buffer.

This is a percentage uplift above the Housing Need figure (in Wokingham a 5% uplift has been used). The removal of this buffer uplift would reduce the overall Housing needs requirement for our area. This is a smaller, but still important reduction.

Where a Council progresses its Local Plan in a timely manner and that plan includes sufficient housing to meet the community's needs it also appears that there are grounds for optimism that the new NPPF will provide stronger protections for those communities facing speculative development which is contrary to the plan.

Of course, there is still 'some water to go under the bridge' until we see the final version of the NPPF, so we will be continuing to lobby hard as possible and will be responding in detail to the Government's consultation proposals before the deadline of March 2.

I would also ask anyone who is concerned about over-development in areas like Wokingham to do the same and continue to lobby our MPs and, in particular, respond to these two documents.

The more people that comment, the more Government is likely to listen – we hope.

Cllr Lindsay Ferris is the executive member for planning and the local plan, and ward member for Twyford ..

Planning & Highways Committee Project Schedule After discussion at 1st December 2022 Meeting

Item 10.1

Code	Ref No	Project	Cllr Assigned	Consultant Assigned	Fee Approved	Status	Next Key Date
4536	PS3	SIDs	N Boyer			Ongoing and possibly in need of upgrade or new batteries	
4536	PS4	30 mph speed limit	D Lias	Motion		Darrell composing evidence backed letter to WBC. Motion commissioned (06.01.2022) to compose a response re traffic speed and density through the parish The Clerk was asked to check that WBC had received the report (9/6/22)	
4536	PS5	Village Gates	D Lias	Motion		Darrell to send locations to Clerk to forward to WBC. Done Darrell had a meeting with A Glencross and M Heath on 21 July 2020 Andy G meeting of 21 September 2020 discussed Villages gates and 30mph Grazely being used as test site regarding implementation of village gates to reduce speed limits - Meeting took place in Oct 2021 with representatives Motion commissioned to liaise with Askley Waite re Village Gates	
4536	PS6	Speedwatch	P Emmet			Ongoing - Is now recruiting members as of Nov 2021	
4535	PS9	Church Lane Basingstoke Rd junction	D Lias			Awaiting consultation notice from WBC. SPC note a new crossing has been installed south of the junction of the Basingstoke Road	
4536	PS15	Speeding in Grazeley	D Lias			Awaiting WBC's response on proposed speeding measures. Meetings have been held and discussions ongoing (Oct 2021)	
4535	PS16	Traffic Survey SW	D Lias	Motion		Ongoing - Motion have been requested to put together report	
	PS28	Green Park Station	A Grimes			Cllr Grimes had been advised that the station would not be opened, for safety reasons, until the flats being constructed in that area were materially complete	
	PS29	Crosfields School	D Lias	Motion		Congestion on Shinfield Road Motion sent objection to WBC Clerk asked to check current position with WBC planners (9/6/22)	

4535 - For professional planning advice

4536 - Speed reduction Initiative