

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 1st September 2022, at the School Green Centre, RG2 9EH, commencing 19.30



Bruce Winton
26th August 2022

Members: Cllrs. N. Boyer, E. Brown, P. Emmment, A. Grimes, P. Jahromi, L. James, M Jones, D. Lias, 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 17th August 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 Monday planning email which require urgent attention will be forwarded as received

Planning Application 222304 – Lane End House

SPC have asked Borough Councillors to call this application in following concerns over previous applications for the site 213681 and 163327

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)

These tables are due to be provided by WBC on 1st September and will be forwarded to members as soon as available

7. Highways, Street Lighting and Footpath Matters

- 7.1 To **RECEIVE** and **CONSIDER** a verbal update on Highways, Street Lighting and Footpath Matters

8. Road Traffic

- 8.1 To **RECEIVE** and **CONSIDER** proposed Terms of Reference for Traffic Working Party *

9. Shinfield Centre Food Store

- 9.1 To **RECEIVE** and **CONSIDER** the planning application for Shinfield Centre Food Store (if received before the meeting)
- 9.2 To **RECEIVE** and **CONSIDER** correspondence from WBC regarding possible location of work compound *

10. Correspondence

- 10.1 To **RECEIVE** and **CONSIDER** an email from Wokingham Borough Council regarding the Removal of the bus gate on Beke Avenue*
- 10.2 To **RECEIVE** and **CONSIDER** a request from WBC regarding the naming of on the Stanbury House Development *

11. Project Schedule

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

12. Future Meetings

- 12.1 The next Planning & Highways Committee meeting will be **Thursday 6th October 2022**

*** indicates papers attached**

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 17th August 2022
At School Green Centre commencing at 19.30

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

Attending: B Winton (Clerk)

22/PC/69 Public Questions

69.1 There were no public questions.

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

70.1 Apologies had been received from Cllr Brown who is unwell.

70.2 There were no declarations of members' interests.

22/PC/71 Minutes of the Previous Meeting

71.1 The minutes of the committee meeting of 7th July 2022 were approved as a correct record and signed as such by Cllr Peer.

Proposed: Cllr Emmet
Seconded: Cllr Tatla
Approved: Unanimously

22/PC/72 Actions and Matters Arising

22/PC/59.1 Cllr Emmet to assess suitability of Speedwatch sites on Hyde End Road

Cllr Emmet advised that he had conducted a first Speedwatch exercise on Hyde End Road that afternoon. One vehicle was recorded as travelling at 59 mph and reported to Thames Valley Police. Cllr Boyer asked that Speedwatch activity was reported on our website to increase awareness.

ACTION – Clerk to ensure activity recorded on website as it occurs

22/PC/59.1 Access from Appleton Way

The Clerk had contacted N Frankland from University of Reading about concerns over this route being used for access to High Copse. Mr Frankland has advised that the road is due to be closed to vehicular traffic very soon and will then only be usable by pedestrians, cyclists and the University farm vehicles.

28.5 Make good Footpath 17.

N Frankland has advised that UoR is in discussion with WBC regarding a programme of improvements to this footpath.

ACTION – Clerk to monitor situation until issue resolved

123.2.6 Update from Motion regarding Village Gates.

This item is on the agenda.

22/PC/56.1 Taylor Wimpey Reinstatement of Footpath 13

SPC had funded planings to allow the Ramblers to make some improvements to this Footpath. This action will remain on the list until confirmed that Taylor Wimpey have completed their reinstatement works.

ACTION – Clerk to monitor situation until issue resolved

22/PC/58.1 Speed Report from Motion

This item is on the agenda.

22/PC/58.3 Clerk to write to Chris Easton regarding how decisions are made

This will be covered later in the agenda.

22/PC/63.1 Clerk to write to submit comments in relation to Planning Application 221904

The Clerk had submitted comments as discussed at the previous meeting.

- 22/PC/64.2 Clerk to write WBC requesting more information on the work at D Hearn's garage.

SPC had previously raised concerns with Wokingham Borough Council over site safety during refurbishment works. Subsequently the garage canopy has collapsed after a vehicle drove through the fencing.

- 22/PC/68.2 Clerk to contact Reading Borough Council regarding the formal opening of Green Park Station

The Clerk has written but no response received as yet.

ACTION – Clerk to follow up

22/PC/73

Schedule of Deposited Plans

- 73.1 Planning Application 222331

Members had the following concerns regarding this planning application:

- The proposed terrace would overlook other properties even with the proposed side screen in place
- The proposed height of the fence was too high at 2.5m
- The positioning of the outbuilding for the gym would block natural light for the neighbour and the building (proposed height of 3.0m) should be moved away from the boundary fence

ACTION – Clerk to submit comments to WBC to this effect

22/PC/74

Enforcement Update

- 74.1 The closed enforcement report from Wokingham Borough Council was discussed. Members **NOTED** the report.
- 74.2 The live enforcement report from Wokingham Borough Council was discussed. Members **NOTED** the report.

22/PC/75

Highways, Street Lighting and Footpath Matters

75.1 Local Cycling and Walking Infrastructure.

Cllr Brown has been through the proposal in detail and included all his thoughts in the draft response which needed to be submitted by Friday 19th August. Members thought that Cllr Brown had prepared an excellent document and were happy for the Clerk to submit the response as it stood on behalf of Shinfield Parish Council.

Proposed: Cllr Grimes
Seconded: Cllr Boyer
Approved: Unanimously

ACTION – Clerk to submit formal response to Wokingham Borough Council on behalf of Shinfield Parish Council

75.2 Members NOTED the work carried out on the Grazeley Parish noticeboard.

75.3 Kissing Gates for Footpath 23

A request has been made for SPC to contribute £600 towards the cost of one of two new kissing gates for this footpath. The gates would be installed by Loddon Valley Ramblers free of charge. This was agreed by Members.

Proposed: Cllr Boyer
Seconded: Cllr Tatla
Approved: Unanimously

ACTION – Clerk to inform Ramblers

The Clerk was asked to write to the landowner to establish the extent of the frontage of his ownership with a view to seeing if there was any interest in selling some of this land for a potential retail development.

ACTION – Clerk to write to the landowner

22/PC/76**Road Traffic****76.1 Motion Report on Village Gateways**

Members discussed and NOTED the contents of the report from Motion regarding Village Gateways. Cllr Lias pointed out that the report did not fully reflect the latest speed limit proposals in the parish.

It was felt that the report would form a useful first stage in an overall strategy to tackle speeding and reduce the impact of rat runs across the parish.

The report needed to be put to WBC as a working document to engage them in the process of tackling these challenges. The Clerk was asked to share the report with the borough councillors as part of that process. There was also a need to engage with Chris Easton at WBC and a starting point for this would be the quarterly traffic meetings.

Full Council would be asked to endorse a Working Party tasked with developing an overall strategy. The working party would report to Planning & Highways Committee and there would be draft terms of reference for consideration at the next committee meeting.

Proposed: Cllr Emmet
Seconded: Cllr Lias
Approved: Unanimously

ACTION – Clerk to share the Motion report with Borough Councillors

ACTION – Clerk to table draft terms of reference for a working party at the next Planning & Highways Committee Meeting

76.2 Motion Report on Speeding in Hyde End Road

The contents of this report were discussed and NOTED. Again, they would be fed into the proposed working party.

76.3 Minutes of Meeting with Hyde End Lane Residents on 28th June 2022

The minutes of the meeting on 28th June 2022 were NOTED.

22/PC/77 Major Infrastructure Update

- 77.1 Members considered the report from WBC which was useful although in some places was out of date. The Clerk was asked to circulate to all members of the Council, to collate responses and updates from members and feed these back to WBC.

ACTION – Clerk to share the report with all members and collate the response to WBC

22/PC/78 Correspondence

- 78.1 Members NOTED the proposal to name a Cycleway after Mr Simon Brooke.
- 78.2 Members NOTED the content of the social media post from Hall Farm SOLVE regarding their meeting with University of Reading. It was felt that there would have been a benefit in there being a presence from Shinfield Parish Council (and Arborfield & Newland Parish Council) and this will be discussed further with the borough councillor, who was present at the meeting, at Full Council.
- 78.3 There was no interest from members in contributing to a co-funded bid for the refurbishment of the lake at California Country Park.opera
- 78.4 Members NOTED the plans from Taylor Wimpey for Deer Leap Park Playground. Cllr Lias noted that there was a requirement for a levelled grass surface, but this was not evident yet.

22/PC/79 Project Schedule

- 79.1 Members NOTED the contents of the project schedule.

The meeting ended at 21.22

The next meeting is Thursday 1st September 2022

List of Actions

22/PC/72	Clerk to ensure that Speedwatch activity is reported on the website	Clerk
28.5	Clerk to chase UoR for a response regarding Footpath 17	Clerk
22/PC/56.1	Clerk to keep TW reinstatement of Footpath 13 on agenda until matter resolved	Clerk
22/PC/68.2	Clerk to contact Reading Borough Council regarding formal opening of Green Park Station	Clerk
22/PC/73.1	Clerk to submit comments in relation to Planning Application 222331	Clerk
22/PC/75.1	Clerk to submit SPC's comments to WBC's Local Cycling and Walking Infrastructure Plan	Clerk
22/PC/75.3	Clerk to inform Loddon Valley ramblers regarding decision to pay for one Kissing Gate	Clerk
22/PC/75.3	Clerk to contact landowner regarding availability of land for potential retail development	Clerk
22/PC/76.1	Clerk to share Motion Report on Village Gates with Borough Councillors	Clerk
22/PC/76.1	Clerk to draft terms of reference for a working party on speeding and rat runs	Clerk
22/PC/77.1	Clerk to share Major Infrastructure Update report with all members and collate responses to WBC	Clerk

Proposed Terms of Refence for Traffic Working Party

Role of Working Party

- To identify, quantify and list the major traffic management problems (speeding, rat runs, parking, areas where pedestrians are at risk etc) that affect the parish
- To include within the plan
 - the provision of buses
 - cycle routes
 - footpaths
 - emerging forms of transport (scooters, ebikes etc)
 - Disabled access around the parish
 - Including where parking blocks footpaths
 - Crossing points etc
 - The role of Speedwatch and Speed Indicator Devices
 - Developing opportunities for car share schemes, car pool etc
- To identify and evaluate feasible options for addressing the traffic issues identified
 - Making use of previous Motion Reports (on traffic, speeding and village gates)
 - Identifying any (if approved by Council commissioning) additional reports that would assist the process
- To consult with residents and businesses in the parish to gain an understanding of their issues and needs
- To liaise with Wokingham Borough Council, Reading Borough Council and neighbouring parish councils as appropriate
 - To include establishing a reporting mechanism and feedback process with Thames Valley Police, WBC and RBC regarding issues and concerns reported by residents
- To consider potential costs of implementation
- To consider potential sources of funding to assist in resolving problems identified
- To provide a regular update to the Planning & Highways Committee

Members of Working Party

- Shinfield Parish
 - Councillors (to be nominated including a Chair)
 - Clerk
- Wokingham Borough Councillor
 - Borough Councillor(s) – Cllr Rance has offered to take part
- Suggestions for Others
 - Suggestions welcomed from Members
 - To include residents especially from areas identified as problem areas

Required Output

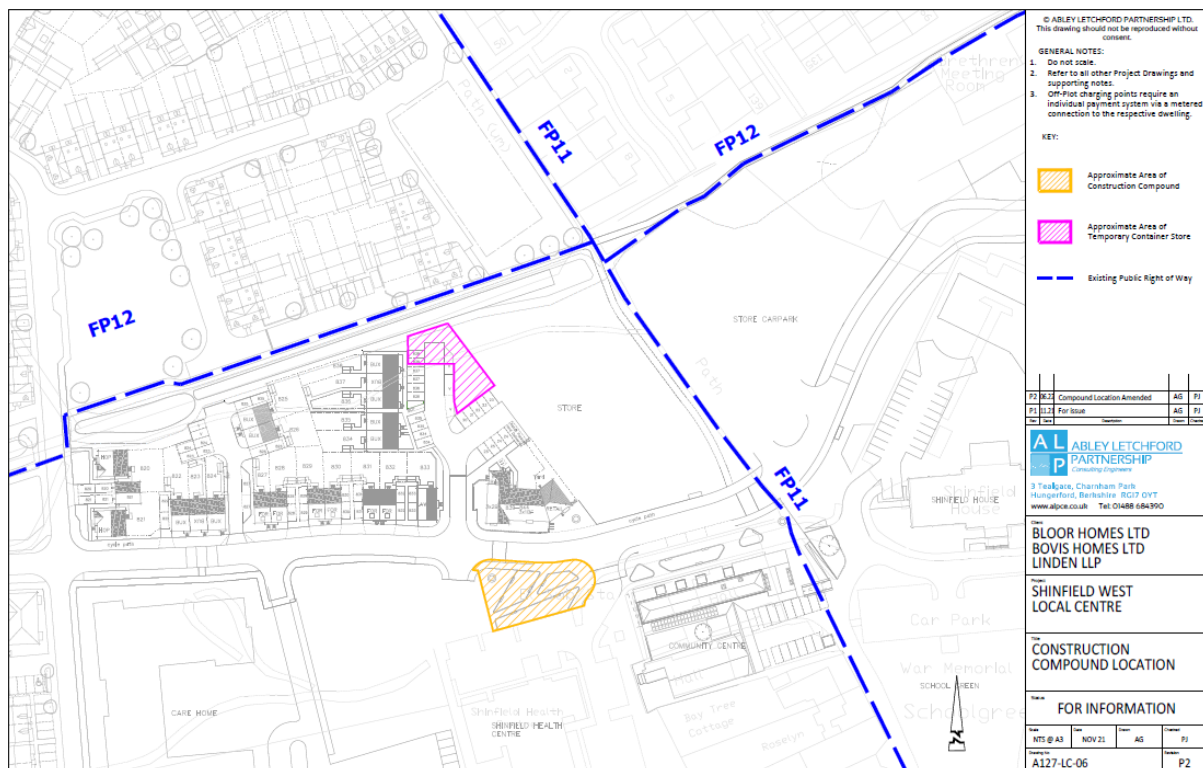
- To produce an overall traffic management plan for the Parish for consideration and adoption by Planning & Highways and then Full Council
 - To include a possible timetable for implementation
 - To include (where practicable) an outline of costs
- To produce the plan by the end of 2023

Email from Benjamin Hiddle, Wokingham Borough Council (Planning & Compliance Officer)
Dated 23rd August 2022

Dear Bruce,

Many thanks for your response.

As a separate, but very much related point, we have received a technical submission of details (discharge of condition) for the Shinfield Centre (residential) Construction and Environmental Method Plan (CEMP) under application 220651. Bloor have suggested placing the construction compound next to the Parish building (see image below), which we do not think is acceptable considering the existing compound to the east and location out of the site boundary close to sensitive receptors.



Though discharge of conditions applications are usually not public facing (no external consultation), I wanted to make you and the Parish fully aware of this proposal from Bloor, and seek comment if possible as to the Parish's views on a construction compound in such close proximity to the Parish Building and Shinfield Health Centre.

Kind regards,

Benjamin Hiddle
Planning and Compliance Officer



Coloured Site Layout
Stanbury House, Wokingham

21196 / C101C

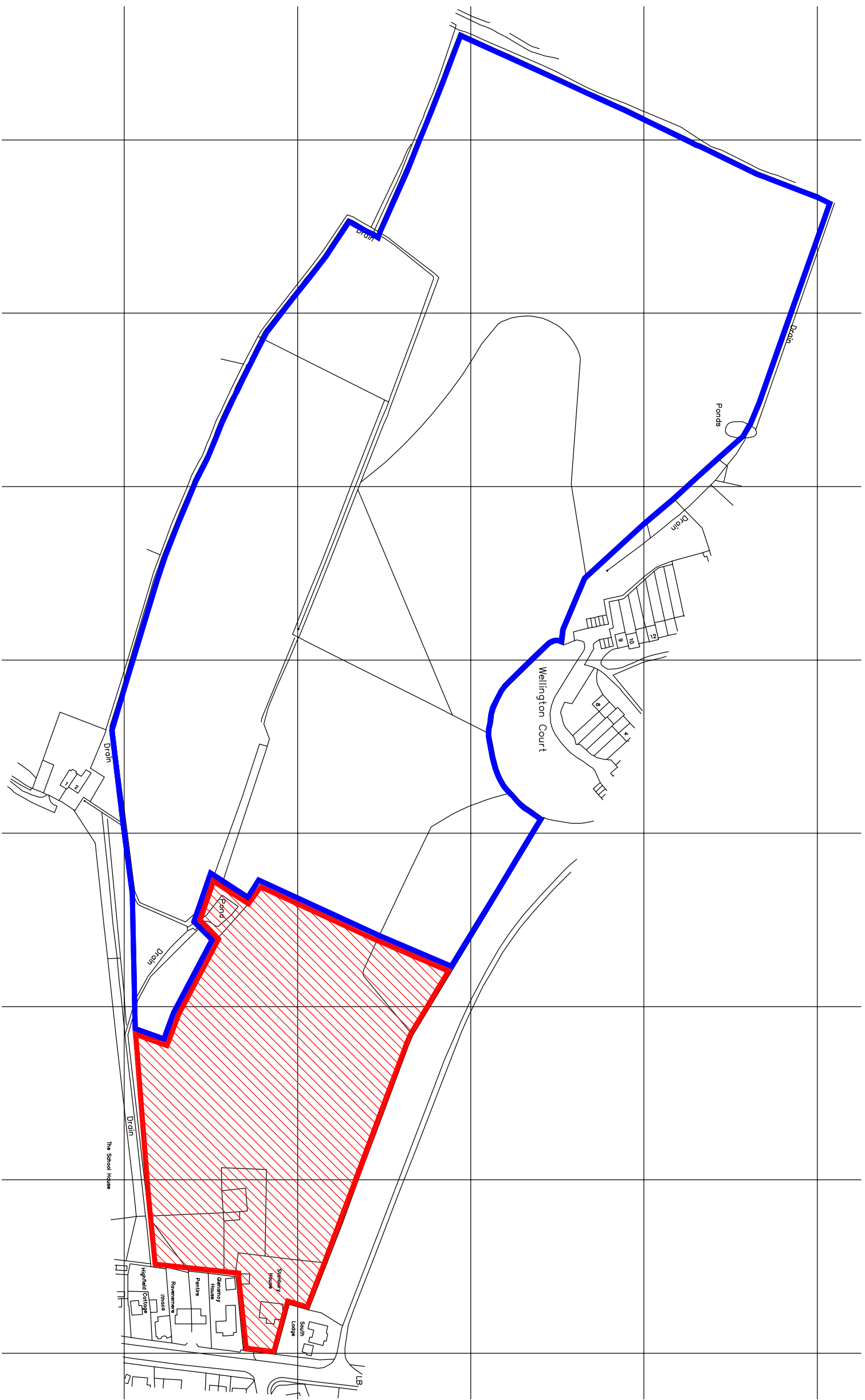
Scale 1:500 @ A1 July 2022

OSP Architecture, Broadmeade House, Farnham Business Park, Weydon Lane, Farnham, Surrey, GU9 8QT Tel: 01252 267878
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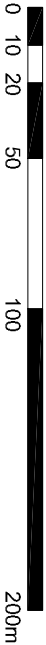
Stanbury House
Basingstoke Road, Spencers Wood

Site Location Plan



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Scale 1:2500



Application Site	Other Land In Applicants Ownership
	



Revisions

Client:



Job Number	: 043023	Scale	: 1:2500 @ A3
Drawing Number	: -	Date	: March 2014
Revision	: -	Drawn By	: LS

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Planning & Highways Committee Project Schedule After discussion at 17th August 2022 Meeting

Item 11.1

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 Grazeley 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