

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 9th October 2024
At School Green Centre commencing at 19.30

Present: Cllrs Boyer, Fernandes, Grimes, Hoyle, James, Masseron and Peer (Chair)

Attending: B Winton (Chief Executive and Clerk)
S Herring (Deputy Clerk)
6 members of the public
BCllr Glover

24/PC/93

Public Questions

93.1 New Community Building

The Pastor of the Shinfield Community Church presented the proposed project to erect a new building on their existing site. The old bungalow was not configured to serve the needs of the members of the church and the existing church was old and needed considerable refurbishment. Some examples of benefits to the community:-

- Working with youths and children
- Community support – supporting the elderly, ‘Share’ and community café, etc
- Fundraising and giving – BBQ 4 Refugees, Quiz night, etc
- Community cohesion, Climate and environment, Spiritual provision

The Church would like to increase its capacity, range of activities and quality of facilities.

The benefits to the community for now and future years would include suitable space for activities, increased space for a growing village population, a more appealing and attractive building, hold a greater range of community activities.

Pre-planning discussions with Wokingham Borough Council (WBC) had been favourable. The building would be funded by donations, fundraising, loans and grants.

The next steps in the process would be:-

- Planning
- Community consultation
- Financing

Members of the Committee wished them every success with their project.

 06/11/24

24/PC/94

Apologies and declarations of Members' Interest

94.1 Apologies had been received from Cllrs Jahromi and Lias

94.2 There were no declarations of members' interests

24/PC/95

Minutes of the Previous Meeting

95.1 The minutes of the committee meeting of 9th September 2024 were approved and signed as such by Cllr Peer

Proposed: Cllr Grimes
Seconded: Cllr Boyer
Approved: Unanimously

95.2 **Actions and Matters Arising from the meeting held on 10th July 2024**

24/PC/85.2 24/PC/63.2 Clerk to ask WBC when Woodcock Lane ceased being a bridle way and to request that motor vehicles are restricted.

At the previous meeting the Clerk had reported that this action had been done. Cllr Hoyle requested that the Clerk asked WBC for a response to his request.

ACTION – Clerk to chase WBC for a response to the question “when did Woodcock Lane ceased being a bridle way and to request that motor vehicles are restricted”

24/PC/84 Clerk to ask Cllr Fernandes if he still wished to be on the Planning and Highways Committee

Cllr Fernandes was present at this meeting.

24/PC/73.4 Clerk to follow up with BCllr Glover and WBC regarding the installation of a footpath on Hyde End Road from Lailey Path to the Shinfield Infant School

This was on the agenda at Item 7.3.

24/PC/86.4 Clerk to circulated the Local Plan Update to members of the committee

This had been done.

24/PC/88.2 Clerk to check with WBC the situation with Carneys Yard that was still showing as ‘Awaiting Compliance’

Wokingham Borough Council have advised that the enforcement notice had been complied with. They advise that “We don’t write any reports for compliance with notices, but I can assure you at the time of my visit there was compliance and my photographs will be saved on our file which show this.”



24/PC/90.1 Members to monitor the LPU and Government Policy

This was on the agenda

24/PC/90.1 Clerk to arrange the next meeting of the Shinfield Parish Neighbourhood Plan (SPNP)

This has not yet been arranged.

ACTION – Clerk to add the Shinfield Parish Neighbourhood Plan (SPNP) to the agenda of the next meeting

24/PC/90.1 Clerk to add SPNP to the agenda of the next meeting

This was on the agenda at Item 9.1

24/PC/91.6 Clerk to invite Richborough to the meeting on 6th November

This had been done.

ACTION – Clerk to circulate the website address of Richborough to committee members

24/PC/96 **Schedule of Deposited Plans**

96.1 Planning applications were circulated to members weekly and comments noted on the WBC planning portal.

24/PC/97 **Appeals**

97.1 The Clerk advised that there were no changes to the list provided last month and no new appeals.

Members **NOTED** the report.

24/PC/98 **Enforcement Notices**

98.1 Closed Enforcement Notices

Five items had been deemed “No Breach”, two others had resulted in voluntary compliance, two were listed as ‘Other’ and one was marked as “not expedient”

Members **NOTED** the report

98.2 Live Enforcement Notices

Three are showing as new cases but were actually new in September

- 41 Appleby Walk
- Erection of an extension to the existing garage and outbuilding

- 16 Elizabeth Rout Close
- Use of land for storage and possible breach of conditions
- 6 Marlow Place
- Breach of Condition 2
- This was a retrospective application for the installation of 3 x AC units. Condition 2 related to the need to reposition one of the units within 5 months.

Three are actually new:

- 9 School Green
- New shop front and adverts
- Investigation ongoing
- Lidl
- Unauthorised Illuminated sign
- Site visit pending
- 2 Grovelands Road
- Commencement Check 211997
- 3 years from issue of permission on 10th September 2021
- Site visit pending

Members **NOTED** the report

24/PC/99

Highways, Street Lighting and Footpath Matters

99.1 Footpath matters

Cllr Masseron drew members attention to the detailed report by the Ramblers in the October edition of the SPC Newsletter.

Money had been allocated by Dobbies garden centre towards the footpath on the High Copse site and it was expected that this commitment would transfer to the new ownership of the site.

Concern was expressed regarding the lack of fencing at the top end of the Lidl site once the Heras fencing had been removed. Lidl had informed a member of the public that they could not erect fencing at the top of the slope as the land did not belong to them. The site manager had confirmed that they would erect a fence along the side of the road that led to their loading bay (bottom of the slope), however, members expressed concern that the slope could be hazardous to members of the public and end up being an area that attracted litter. Cllr Grimes suggested that the consortium be contacted to raise the concerns of the council.

ACTION – Cllr Grimes to raise awareness of the issue with his contact at the consortium

99.2 Traffic Working Party

The Traffic Working Party had met on Tuesday 1st October with Chris Easton, Matt Gould and Ed Day from Wokingham Borough Council (WBC). WBC provided information on proposals for the following improvements:-

- 30 mph on Hollow Lane
- Slowing traffic along Arborfield Road in Shinfield
- Diverting traffic from Brookers Hill north on to the Eastern Relief Road
- Traffic calming in Grazeley

Following the meeting Cllr Peer had discussions with Chris Easton regarding a Spencers Wood Village Centre. He suggested that SPC produce a proposed plan and he would put this to WBC Property Services who could then contact the land owners.

ACTION –

- Clerk to make enquiries to AOC to ascertain if a plan had previously been drawn up
- Clerk to add to the agenda for the next meeting
- Cllrs Peer and Grimes to discuss at the next parish liaison group meeting

99.3 Lailey Path / Hyde End Road footpath

A meeting had been held on 19th September with the Shinfield Infant and Nursery School, WBC officers, BCllr Glover and the Clerk. The outcome had been positive, however, the following needed to be resolved before any progress could be made:-

- The 'listed building consent' would need to be approved to remove the wall
- The school needed to apply for a boundary change

WBC agreed that a barrier should be installed at the end of Lailey Path where it joins Hyde End Road.

No further communication had been received from WBC.

ACTION –

- Clerk to write to WBC with details of the agreement made at the meeting and ask WBC to confirm the action
- Clerk to request that WBC install the barrier as soon as possible and not wait for the other issues to be resolved

- 100.1 Cllrs Grimes and Peer, and the Clerk, had attended a meeting on 30th September hosted by Arborfield and Newland Parish Council regarding WBC's LPU. The purpose of the meeting was to discuss if a joint response on the process of the LPU was possible.

Discussions had highlighted that WBC had not fully considered :-

- the impact on infrastructure if Hall Farm was built
- traffic modelling
- primary health provision
- school provision

Arborfield and Newland Parish Council had engaged a planning consultant and asked other councils, affected by these issues, to consider contributing to the costs. The also asked if there was any scope for sharing and taking on elements of climate change impacts, not just flooding impacts.

Another meeting was scheduled for Friday, 11th October at 19:30.

It was felt that each council could object independently to consider what was best for its community and jointly as a group. The general consensus was to object to the plan.

It was **AGREED** that SPC would object to the plan and Cllr Grimes would draft an objection for approval at Full Council. The deadline for submission of comments was November 2024.

ACTION –

- Clerk to make enquiries to see if there was a resident with expertise in this area to assist with climate change impacts
- Cllr Grimes to write up an objection for approval at Full Council
- Clerk to add to the agenda of Full Council SPC's objections to the WBC LPU for approval
- Clerk to add to the agenda of Full Council a proposal to assist Arborfield and Newland Parish Council with the funding of a planning consultant

Members thanked Cllr Lias for his detailed report on the WBC LPU.



24/PC/101

Renewal of Neighbourhood Plan

101.1 Shinfield Parish Neighbourhood Plan (SPNP)

No movement had taken place in the last month while considering the impact of the WBC LPU. The initial draft had been circulated to members of the committee on 9th September for consideration.

It was suggested that importance was placed on the

- green spaces separating the communities; these should be retained and reinforced
- Local Active Travel Plan
- Education in the parish
- Reference to the National Planning Policy Framework (NPPF)

It was requested that the proposed 'Spencers Wood Centre' be detailed in the plan.

The Clerk reported that there was no set time scale for the longevity of a Neighbourhood Plan, however, if a lot of change had taken place it could prove to be ineffective.

ACTION – Clerk to add the proposed 'Spencers Wood Centre' into the SPNP

101.2 Local Active Travel Plan (LATP)

Cllr Masseron had proposed formally adopting a LATP into the Shinfield Parish Neighbourhood Plan (SPNP). It was agreed to add to the list previously circulated 'Improving and developing connecting routes between communities'.

Members **AGREED** for the LATP to be included in the SPNP

Proposed: Cllr Masseron
Seconded: Cllr Hoyle
Agreed: Unanimously

ACTION – Clerk to add the LATP into the SPNP

21:10 *Two members of the public left the meeting*

24/PC/102

Correspondence

102.1 The Clerk reported that a drop-in session for local residents to hear and find out about the Local Plan Update would be held at the School Green Centre on the 29th October between 15:30 and 19:00.

102.2 Eco Hub – Grazeley Green

The Clerk had received an invitation from Grupotec to a public consultation on 16th October from 12:00 to 20:00 at Grazeley Village Memorial Hall.

ACTION – Clerk to circulate the invite to members of the committee



103.3 Sale of the northern land on the proposed Spencers Wood Primary School site

It was noted that the land to the north of the proposed new Spencers Wood Primary School had been put up for auction. If the land was sold this would prevent expansion of the school in the future to a three form entry school.

Members **AGREED** that SPC should register for 'Community Interest' in the land

Proposed: Cllr James
Seconded: Cllr Boyer
Agreed: Unanimously

ACTION – Clerk to submit a request of 'Community interest' in the land north of the proposed Spencers Wood Primary School.

103.4 Former Shire Hall site

WBC had reported that the site was likely to be redeveloped as warehousing and associated office space for light industrial use. More information would be available at a later date.

Members felt that WBC should be made aware that SPC did not consider this land suitable for the proposed use, and felt it would be more suitable for housing.

Proposed: Cllr James
Seconded: Cllr Boyer
Agreed: Unanimously

ACTION – Clerk to inform WBC of the views of SPC relating to the former Shire Hall site

102.5 Dobbies

Members **NOTED** that Dobbies Garden Centre would be closing at the end of December 2024.

24/PC/103

Date of the next meeting

103.1 The date of the next meeting will be Wednesday, 6th November 2024

The meeting ended at 21:55



Handwritten signature and date: 06/11/24

List of Actions

24/PC/94		
24/PC/85.2	Clerk to chase WBC for a response to the question "when did Woodcock Lane ceased being a bridle way and to request that motor vehicles are restricted."	Clerk
24/PC/90.1	Clerk to add the Shinfield Parish Neighbourhood Plan to the agenda of the next meeting	Clerk
24/PC/91.6	Clerk to circulate the website address of Richborough to committee members	Clerk
24/PC/99.1	Cllr Grimes to raise awareness of the issue with his contract at the consortium	Cllr Grimes
24/PC/99.2	Clerk to make enquiries to AOC to ascertain if a plan had previously been drawn up	Clerk
24/PC/99.2	Clerk to add to the agenda for the next meeting	Clerk
24/PC/99.2	Cllrs Peer and Grimes to discuss at the next parish liaison group meeting	Clerk
24/PC/99.3	Clerk to write to WBC with details of the agreement made at the meeting, and ask WBC to confirm the action in relation to the path at the end of Lailey Path / Hyde End Road and the Shinfield Infant and Nursery School	Clerk
24/PC/99.3	Clerk to request that WBC install the barrier at the end of Lailey Path as soon as possible and not wait for the other issues to be resolved	Clerk
24/PC/100.1	Clerk to make enquiries to see if there was a resident with expertise in climate change impacts	Clerk
24/PC/100.1	Cllr Grimes to write up an objection for approval at Full Council	Clerk
24/PC/100.1	Clerk to add to the agenda of Full Council SPC's objections to the WBC LPU for approval	Clerk
24/PC/100.1	Clerk to add to the agenda of full Council a proposal to assist Arborfield and Newland Parish Council with the funding of a planning consultant	Clerk
24/PC/101.1	Clerk to add the proposed 'Spencers Wood Centre' into the SPNP	Clerk
24/PC/101.2	Clerk to add the LATP into the SPNP	Clerk
24/PC/102.2	Clerk to circulate the invite from Grupotec to a public consultation to members of the committee	Clerk
24/PC/103.3	Clerk to submit a request of 'Community Interest' in the land north of the proposed Spencers Wood Primary School	Clerk
24/PC/103.4	Clerk to inform WBC of the views of SPC relating to the former Shire Hall site	Clerk

