

**Minutes of a meeting of**  
**Planning & Highways Committee**  
**Held on Wednesday 10<sup>th</sup> January 2024**  
**At School Green Centre commencing at 19.30**

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

Attending: B Winton (Clerk)  
One member of the public

**24/PC/1 Public Questions**

- 1.1 There were no public questions.

**24/PC/2 Apologies and declarations of Members' Interest**

- 2.1 Apologies for absence were received from Cllrs Hoyle & Masseron and S Herring (Deputy Clerk)
- 2.2 There were no declarations of members' interests.

**24/PC/3 Minutes of the Previous Meeting**

- 3.1 The minutes of the committee meeting of 6<sup>th</sup> December 2023 were approved and signed as such by Cllr Peer

Proposed: Cllr Tatla  
Seconded: Cllr Grimes  
Approved: Unanimously

**3.2 Actions and Matters Arising**

- 23/PC/119.1** Clerk to draft a response to Planning Application 232653 – Greentech Solar Farm

This had been done as agreed at the last meeting



14/02/24

**23/PC/121**  
**23/PC/111.2**  
**23/PC/105.1**

Clerk to contact BCllr Fishwick to ascertain the current situation relating to the unfinished footpath on Hyde End Lane

The Clerk had not followed up with BCllr Fishwick directly and referred to the update provided by BCllr Glover at Full Council on 20<sup>th</sup> December following an update from Alan Lewis, Highways Development Manager, Wokingham Borough Council

'I met Taylor Wimpey last week on a range of issues. In terms of Hyde End Lane, they are content with the approach; but, because of the on-going liability for any trips/falls, they want to make a legal deed to dedicate that part of the land to WBC and relocate the fence – and they want these costs to form part of their contribution. I indicated that provisionally that would be reasonable, but SPC have indicated a maximum value; WBC has a very limited budget (from Safe Routes to School funds); so, these still need to fit with the collective allowances that are potentially available . . . . I have verified the cost of the works and Volker Highways are ready to undertake the works, once the above is sorted.'

**ACTION – Clerk to provide an update from BCllr Fishwick for the next meeting**

**23/PC/122.2**

Clerk to draft a response for consideration by the working party on PA232833 Natural History Museum

The Clerk apologised but he had not followed this through as discussed. He had arranged an extension so that SPC could submit a formal response following this discussion. Members agreed the wording of a formal objection to the planning application which also set out their expectations for community engagement and outreach if the application was approved. Members were keen to see examples of how this would manifest itself for residents of the parish.

**ACTION – Clerk to submit the formal response to WBC**

The Clerk advised that shortly before the meeting Cllr Grimes had received an email from Dr Douglas Gurr, Director of the Natural History Museum offering to meet with the council and the University of Reading to discuss the application further. It was agreed that Cllr Grimes would respond with an invitation to attend a Full Council meeting.

**ACTION – Cllr Grimes to respond to Dr Gurr, Director of Natural History Museum**



**23/PC/125.1** Clerk to ascertain who owned the land to the right of the Ryeish Green Pavilion

The Clerk advised that the path to the right (East) of the pavilion was within SPCs area however the flooding was caused by poor drainage on WBC land and the Facilities Manager was in discussion with WBC on the issue.

**23/PC/125.2** Clerk to continue to work on arranging for the streetlamps to be turned off between 00:30 and 05:00

This was on the agenda

**23/PC/126.1** Clerk to circulate a 'brief' for the consultant to members of the committee for comment relating to the SPCNP

This was on the agenda

**23/PC/126.1** Clerk to appoint a consultant to carry out a review of the SPCNDP with a deadline of 31 March 2024

This was on the agenda

**23/PC/127.3** Clerk to object to PA232490 – Land off Langley Common Road, Arborfield, Wokingham

This had been done

**24/PC/4**

**Schedule of Deposited Plans**

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

4.2 Planning application 233038 – 148 property development

This planning application applied to land to the north of Church Lane. The application had been made then subsequently withdrawn. WBC have advised that "Application 233038 was made invalid as the previous application for this site, 231569, determined that an Environmental Impact Assessment (EIA) should accompany any forthcoming planning application. This was not submitted. We cannot advise on timescales, this would be determined by the applicant".

It was agreed that the SDL Manager at WBC (Chris Howard) should be invited to attend a committee meeting to provide an update on overall progress of the SDL, the proposed roadworks at the junction of Basingstoke Road and Church Lane, DEPZ and other relevant matters.

**ACTION – Clerk to invite Chris Howard to a future meeting**



- 4.3 It was also agreed that the Clerk should contact ET planning to discuss potential issues, so they were ready and able to respond to any requests for input regarding specific planning applications.

**ACTION – Clerk to contact ET Planning**

**24/PC/5**

**Appeals**

- 5.1 The Clerk advised that there was one new Planning Inspectorate relating to land adjacent to 176 Hyde End Road (PA 231229 and PA 223646 referred). This subject had previously been discussed at this committee.

**24/PC/6**

**Enforcement Notices**

- 6.1 Closed Enforcement Notices

Of the Closed enforcement notices this month 3 had resulted in an application being submitted and one voluntary compliance. There was one deemed to have no breach. The remaining four were deemed to be “not expedient” three of which were in respect of Jardine Meadows. It was agreed that the Clerk would write to BCllrs regarding the number of enforcements being closed as “not expedient”. It was felt that these were unfair on other residents.

**ACTION – Clerk to write to BCllrs regarding the number of “not expedient” enforcement notice decisions**

- 6.2 Live Enforcement Notices

There was only one new case this month in respect of land at Stanbury House involving construction traffic and potential damage to TPO trees.

- 6.3 Members **NOTED** the contents of the report that had previously been circulated.

- 6.4 As part of the discussions it was requested that the Clerk table at Full Council a summary of key issues referred to WBC and the time taken for a decision or response to be received.

**ACTION – Clerk to include this summary at Full Council at the earliest opportunity**

**24/PC/7**

**Highways, Street Lighting and Footpath Matters**

- 7.1 Footpath matters

Cllr Masseron had advised that there were no updates for this meeting.



7.2 Update on Streetlamps

The Clerk advised that he has not been able to spend any time on this matter since the last meeting due to other priorities.

**ACTION – Clerk to continue to work on arranging for the streetlamps to be turned off between 00:30 and 05:00**

7.3 Renaming of the 'Service Road' on Basingstoke Road

A resident had complained regarding the renaming of their part of Basingstoke Road to include the words "(Service Road)". There had been no consultation which was against WBC's process for renaming streets. The Clerk had referred the resident to WBC and to his borough councillors.

The Clerk was advised by Phil Milburn, WBC, that they were now looking at renaming that part of Basingstoke Road, most likely with the street numbers.

**24/PC/8**

**Renewal of Neighbourhood Plan**

8.1 Shinfield Parish Neighbourhood Plan (SPNP)

The Clerk advised that he was still working on the draft specification for the consultant's review. This review would check that the current plan was fit for purpose, applied to all current legislation and would advise SPC whether the current plan required minor or major updates. He would expedite this piece of work and circulate as quickly as possible.

**ACTION – Clerk to circulate a 'brief' for consultant to members of the committee for comment**

**ACTION – Clerk to appoint a consultant to carry out a review of the SPNP with a deadline of 31 March 2024**

8.2 At a meeting regarding High Copse pavilion held on 5<sup>th</sup> January, Nigel Frankland from the University of Reading had raised the possible Neighbourhood Park currently envisaged for the area to the Northeast of Dobbies and Southwest of the community garden site and High Copse itself. Mr Frankland had stated that if the Neighbourhood Park was specifically included within a revised Neighbourhood Plan, then this may strengthen the case for the park to be funded from future developments. Members agreed that this should be included for consideration in the review of the plan

**ACTION – Clerk to include Neighbourhood Park as a possible element for inclusion in the revised Neighbourhood Development Plan**



Correspondence

- 9.1 Members **NOTED** the 'Article by Secretary of State for Levelling up' dated 19-12-23 that had been previously circulated
- 9.2 Members **NOTED** the 'National emergency area retrofit' letter from Felicity Clayton, National emergency area project sponsor dated 18-12-23 that had been previously circulated. This would provide 50% more emergency areas between J10 and J12 of the M4 starting in early 2024.
- 9.3 Members **NOTED** the WBC press release dated 14<sup>th</sup> December 2023 in respect of WBC's solar farm near Barkham
- 9.4 Swallowfield Parish Council Facebook post

"The Parish Council is working with Wokingham Borough Council, The Woodland Trust and The Newt Conservation Partnership on a project to enhance the biodiversity of Van Demans, an 11-acre site owned by the parish council.

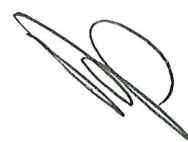
Today two test pits were dug which will be monitored to establish whether the site is suitable for the creation of ponds. Ed Munday, Berkshire Project Officer for the Newt Conservation Partnership has written an article to explain their work. Click on this link to read about their work <https://www.westberkscountryside.org.uk/.../Upstream...>

In the New Year the Woodland Trust will be planting three oak trees and a mixture of small trees, consisting of crab apples, field maple, dog rose, hawthorn, rowan, wild service tree, hazel, broom and gorse in three areas. The council had planned to plant trees and scrub in six other areas, but this may not be possible due to the proximity of the site to the roman road, The Devil's Highway. We are now investigating how to increase the diversity of species on the site with other planting.

The long-term aim is to register the site as a Local Nature Reserve. We will update you as plans progress."

Members **NOTED** the Swallowfield Parish Council project. It was agreed that the Clerk should contact Nigel Frankland to discuss the possibility of similar developments, possibly along the Ridge.

**ACTION – Clerk to contact Nigel Frankland, University of Reading regarding options for increasing biodiversity within the parish**



9.5 Finchampstead plan for 256 homes approved

Cala Homes (Thames) has secured reserved matters planning approval for 256 new homes at Finchwood Park, Finchampstead. Cllr Lias expressed concerns that this would have a further impact on school places available to Shinfield residents. Members **NOTED** the planning approval

9.6 Richborough proposal for Spencers Wood

The Clerk advised that Richborough Ltd had released a statement on the 9<sup>th</sup> January stating that they had "entered into a promotion agreement with a landowner to bring forward a residential scheme in Spencers Wood, Reading, Berkshire. The 95-acre parcel of land has the potential to deliver up to 500 new homes, including affordable housing, a school, Suitable Alternative Natural Green Space and other community facilities."

The Clerk had been copied in to 6 different emails expressing concerns about this proposal. WBC had responded to each of the emails with the response that "We do not currently have an application on this site but if we were to receive one, we would carry out a consultation in line with our statement of community involvement".

SPC have been objecting on principle to any planning applications within the DEPZ.

9.7 WBC Local Transport Plan 4

The Clerk advised that WBC had commenced a consultation on the latest version of their Local Transport Plan. He would circulate a copy to members this week and add it to the agenda for the next committee meeting which would still allow time for a response to be made to WBC.

**ACTION – Clerk to circulate the Local Transport Plan 4 to members and add to agenda for the next meeting**

9.8 Cllr Peer advised the committee of the discussions at the Traffic Working Party on 9<sup>th</sup> January. There has been considerable frustration at the lack of progress on the various issues raised by SPC in July 2023 and it was intended to ask Full Council for permission to go public on this issue.

**24/PC/10**

**Date of the next meeting**

10.1 The date of the next meeting will be Wednesday, 13<sup>th</sup> March 2024

***The meeting ended at 21.05***

7  
 Peer, 14/02/24

### List of Actions

|             |                                                                                                                                                    |             |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 23/PC/121   | Clerk to provide an update from BCllr Fishwick on the unfinished footpath on Hyde End Lane for the next meeting                                    | Clerk       |
| 23/PC/122.2 | Clerk to submit the formal response on PA232833 Natural History Museum to WBC                                                                      | Clerk       |
| 23/PC/122.2 | Cllr Grimes to respond to Dr Gurr, Director of Natural History Museum and invite him to attend a Full Council Meeting                              | Cllr Grimes |
| 24/PC/4.2   | Clerk to invite Chris Howard to a future meeting                                                                                                   | Clerk       |
| 24/PC/4.3   | Clerk to contact ET Planning regarding potential future Issues                                                                                     | Clerk       |
| 24/PC/6.1   | Clerk to write to BCllrs regarding the number of "not expedient" enforcement notice decisions                                                      | Clerk       |
| 24/PC/6.4   | Clerk to include a summary of items where there was little or no response from WBC at Full Council at the earliest opportunity                     | Clerk       |
| 24/PC/7.2   | Clerk to continue to work on arranging for the streetlamps to be turned off between 00:30 and 05:00                                                | Clerk       |
| 24/PC/8.1   | Clerk to circulate a 'brief' for a consultant for the review of Shinfield Parish Neighbourhood Plan (SPNP) to members of the committee for comment | Clerk       |
| 24/PC/8.1   | Clerk to appoint a consultant to carry out a review of the SPNP with a deadline of 31 March 2024                                                   | Clerk       |
| 24/PC/8.2   | Clerk to include Neighbourhood Park as a possible element for inclusion in the revised SPNP                                                        | Clerk       |
| 24/PC/9.4   | Clerk to contact Nigel Frankland, University of Reading regarding options for increasing biodiversity within the parish                            | Clerk       |
| 24/PC/9.7   | Clerk to circulate the Local Transport Plan 4 to members and add to agenda for the next meeting                                                    | Clerk       |