

Minutes of a meeting of
Planning & Highways Committee
Held on Thursday 9th February 2023
At School Green Centre commencing at 19.30

Present: P Emmet, A Grimes, P Jahromi, L James, D Lias, D Peer (Chair)

Attending: Bruce Winton (Clerk), Sally Herring (Deputy Clerk)
Cllrs I Clark and I Montgomery
Harry Williamson and Zoran Matic, Emergency Planning Department at
Wokingham Borough Council

23/PC/11

Wokingham Borough Council Emergency Planning arrangements

11.1 Harry Williamson, Emergency Planning Manager for Wokingham Borough Council and his colleague Zoran Matic gave a short presentation on WBC's arrangements for an incident within the Burghfield DEPZ. The main items were:

- Explanation of the areas covered in the UPA and the Detailed Emergency Planning Zone (DEPZ)
- The main hazard at the AWE sites comes from serious fire or an explosion given the radioactive material stored on site
- REPP19 – these regulations that govern emergency planning for nuclear sites are reviewed 3 yearly including the zones
- Building in the UPA is a concern and WBC oppose any development
- Within the DEPZ, WBC look at each development individually and consider how many properties, people etc. would be involved
- Emergency Planning Department works with the Planning Department to ascertain any justification for a planning application to be approved
- If Emergency Planning (West Berkshire led) were to decide that the REPP19 regulations could not be applied fully then this would in theory lead to the cessation of activity at the site
- The emergency planning is multi-agency e.g. Met Office, Fire Service, Ambulance, Police all working together
- If an incident happened the roads would be closed

- 11.2 Mr Williamson also answered some further questions on general emergency planning arrangements:

Concern was expressed regarding secondary school children that are bussed out of the DPEZ and UPA areas. Reassurance was given that schools would have an emergency plan and children would not be allowed into the areas of concern. School busses would not be able to access the sealed off area as the roads would be closed.

The DEPZ was split into segments. The Met Office would monitor the wind speed and direction to ascertain the risk in each segment, some areas may therefore have stronger restrictions than others. Each is assessed individually for the risk element.

Cllrs expressed concern that if a planning application was approved within the DEPZ it could open up more planning applications for additional housing in the parish.

Members expressed concern that part of the presentation relative to planning - New Build Housing in the EPZ - was confusing to them, as what was now being advised by the WBC Emergency Planning Officers was contrary to that which the Parish Council had been told by WBC Planning Dept. generally, ie blanket refusal of all new housing in the DEPZ. The Clerk was asked to arrange a meeting as soon as possible with Lyndsay Ferris, WBC Exec. Member for Planning, to determine WBC's exact present stance on this matter following the Appeal decision of Kingfisher Drive, Three Mile Cross.

ACTION: Clerk to arrange a meeting with Lyndsay Ferris to determine WBC's present stance on building within the DPEZ

08:19 Harry Williamson, Zoran Matic (WBC), Cllrs I Clarke and I Montgomery left the meeting

23/PC/12

Public Questions

- 12.1 No public questions had been received

23/PC/13

Apologies and declarations of Members' Interest

- 13.1 Apologies had been received from Cllrs Boyer, Masseron & Tatla
- 13.2 There were no declarations of members' interests.

23/PC/14**Minutes of the Previous Meeting**

- 14.1 The minutes of the committee meeting of 12th January 2023 were approved as a correct record and signed as such by Cllr Peer.

Proposed: Cllr P Jahromi
Seconded: Cllr A Grimes
Approved: Unanimously

14.2 **Actions and Matters Arising**

- 22/PC/
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 barbed wire fences on either side

The University of Reading (UoR) had laid scalings in the affected area and this work was now complete. They had also confirmed that an order had been placed for the trees for Church Lane.

- 22/PC/
102.1 Clerk to have one last attempt with John Russell regarding the travel plan for Crosfields School

The Clerk has been in touch with John Russell and as yet no further information has been forthcoming from Wokingham Borough Council. As agreed at the last meeting it was felt that this matter should now be closed.

- 22/PC/
117.1 Clerk to arrange a meeting with Nigel Frankland to discuss the proposal from AWE regarding the relocation of the primary school to outside the DEPZ

The Clerk has written to Nigel Frankland to see if there have been any discussions with the University of Reading (UoR) on this matter. Mr Frankland has responded to say that he had "not heard anything about it being relocated to High Copse. There is provision for the extension of Alder Grove school on land owned by the UoR and currently let to Shinfield Parish Council on a short lease"

- 22/PC/
118.2 Clerk to arrange Harry Williamson from WBC Emergency Planning to attend next Planning & Highways meeting

This had been done

22/PC/
119.3 Clerk to provide additional information to Helen Maynard, WBC
regarding Carney's Yard Church Lane

This had been done. PA 223745 had supposedly been submitted to regularise this. However, the Clerk requested an update from the officer managing the case and has been advised that progress had "been a little slow and is still invalid. We have requested a tree report and are waiting for their specialist to undertake this work. Once we have received this information the application should be validated. I am not sure how long this will take"

22/PC/
120.1 Clerk to write to Taylor Wimpey regarding Health & Safety concerns in
respect of Footpath 20

Following the Clerk's initial email on 9th January, Jo Murphy from Taylor Wimpey advised that she was not aware of any safety issues and she would make a site visit and report back to the Clerk. The Clerk chased for an update on 1st February and received the response that "there is a section of the footway which is at the same grade as the private drive. Whilst there I did not see any parked cars or evidence of cars parking". We have reported our concern to them

23/PC/6.1 Clerk to write to WBC regarding how enforcement notices are deemed
to be closed

This was on the agenda

23/PC/7.2 Clerk to ask WBC for information on CIL and S106 funds received by
them in respect of developments within the parish

The Clerk had submitted a formal request for this information and had been advised that:

"WBC's current system for monitoring CIL and S106 was implemented in 2015 when we introduced CIL therefore any S106 that was fully spent prior to this date may not be captured on the current system and much more difficult and time consuming to track back especially as our finance system also changed the year prior to this."

WBC have provided the Clerk with the Infrastructure Funding Statement for 2021/22 which shows that two of the five largest CIL contributions that year came from projects in Shinfield (Land South of Cutbush Lane £3.4m and Parklands on Basingstoke Rd £1.4m) these two alone contributed 46.4% of WBC's total CIL income for the year (£10.4m).

In the same year CIL expenditure by WBC was £8.1m. Three roads South Wokingham Bypass, Winnersh Relief Road and North Wokingham Distributor Road had a total spend of £6.5m and Matthewsgreen School £1.5m. Leisure spend was £3,300.

WBC had now provided two pages listing S106 and CIL but only listed by Application number. As this report had only recently been received the Clerk had not gone through in details to match up with specific developments.

ACTION - Clerk to enquire from WBC detailed locations and values where monies have been spent

23/PC/7.3a Clerk to circulate streetlamp plan to committee members

This was done and is on the agenda

23/PC/7.3b Streetlamps to be on agenda for next meeting

This was on the agenda

23/PC/7.3c Clerk to ask Martin Heath if it was possible for WBC to take on the streetlamps on Hyde End Road

The Clerk had written to Martin Heath on 18th January. Although Mr Heath was no longer working for WBC, he had responded to ensure that the enquiry had been referred to the correct officers within WBC. Mr Heath advised that "there is a sum to pay for the adoption and future maintenance of streetlighting which they will advise". The Clerk would hope to see if there was a swap arrangement possible. The Clerk was asked to clarify if SPC would be liable for updating the lighting on Hyde End Road to a modern standard.

ACTION – Clerk to follow up the issue of transferring ownership of these lights and establish if SPC would be liable for any upgrades required to the lights

23/PC/8.1 Clerk to feedback on meeting with Abdul Karim, WBC to Traffic Working Party on 24th January

That had been done but further information was still awaited from Mr Karim.

ACTION – Clerk to chase Mr Karim for the additional information

23/PC/9.1 Review of the West Berkshire Council Local Plan to be on next agenda

This is on the agenda

23/PC/9.2 Clerk to draft letter from Cllr Peer to BCllr Ferris regarding article in Wokingham Today

The Clerk has drafted a letter to BCllr Ferris but this had not yet been sent

ACTION – Clerk to send letter to BCllr Ferris

23/PC/9.4 Members asked to consider possible options for Gypsy and Travellers Sites for discussion at next meeting

This is on the agenda

23/PC/9.6 Clerk to respond to consultation on diversion of Footpath 3

This had been done

23/PC/9.7 Clerk to add National Planning Policy Consultation to the agenda for February meeting

This was on the agenda

23/PC/9.8 Clerk to draft a response on the justification for the removal of the bus gate

Following the attendance of Paul Fishwick at the consultations on Saturday 28th January, it was considered best to leave this until the Traffic Working Party discussions to follow up

23/PC/10.1 Clerk to remove Project Schedule as an agenda item

This item would no longer appear on the agenda

23/PC/15

Schedule of Deposited Plans

15.1

None Received

WBC are specifically checking on our responses on two planning applications

222906 – Shinfield Studios Outdoor Filming Backlot

It was agreed that there was no comment on this application

223333 – seven units adjacent to Lidl's

It was noted that three objections have been lodged to this planning application. Members were concerned about the loss of trees, and it was suggested we request substitute planting.

ACTION – Clerk to submit a request for substitute planting of trees

23/PC/16

Appeals

16.1

Planning Inspectorate Appeals

It was **NOTED** that there were two planning inspectorate appeals in RG2 and three in RG7 currently "in progress" in the parish.

16.2

Planning appeal in respect of land west of Kingfisher Grove

Members discussed the outcome of this appeal at length. The primary concern was that it would be seen as a precedent for allowing more development within the area covered by the DEPZ.

Members also felt that the site was a poor one in terms of road access and the walking distances to shops and buses.

It was unclear whether Wokingham Borough Council would ask for a Judicial Review of the appeal.

It was noted that there were still a large number of pre-start conditions set out in the appeal decision which would have to be met before any work began.

ACTION – Clerk to write to WBC Planning Department, Emergency Planning Department, AWE and West Berkshire Council to ascertain their response to the appeal decision

- 16.3 It was noted that the recently received planning application 230122; the plot referred to is in Hyde End Road – opposite Croft Road junction, and behind an existing layby, a property that lay within the DEPZ. This may be seen as the first test case following the appeal decision.

As the details were not available on the planning portal, the Clerk was asked to ensure that the deadline for commenting on the application was extended to allow Planning & Highways to discuss further at their next meeting.

ACTION – Clerk to request that the application remains open until after the next Planning and Highways Committee meeting

23/PC/17

Enforcement Update

- 17.1 Closed Enforcement Notices
- Members noted the contents of the report.
- 17.2 Live Enforcement Notices
- Members noted the contents of the report.
- 17.3 WBC Enforcement Policy.
- Members noted the policy.

23/PC/18

Highways, Street Lighting and Footpath Matters

- 18.1 **Verbal Update on Highways, Street Lighting and Footpath Matters**

Cllr Grimes provided an update on a meeting he had had with the Clerk and Andrew Glencross and Andrew Fletcher from Wokingham Borough Council on footpaths.

WBC were looking for financial contributions from SPC but without producing an overall plan of what their intentions for footpaths in the parish were. There were differing priorities for WBC and SPC; SPC wished

to see more local improvements such as road crossings to improve options for walking and cycling within the parish.

It was agreed that WBC would develop an overall plan which SPC could consider.

ACTION – Clerk to keep on the agenda

18.2 **Street Lighting**

The Clerk provided a summary of responses from Members regarding which lights they felt should be turned off between 00:30 and 05:30. It was generally considered that they should all be turned off as this period of time was extremely quiet.

Proposed: L James

Seconded: P Emmet

Approved: Five voted for the proposal with one abstention

ACTION – Clerk to write to WBC to request that the streetlights owed by SPC be switched off between the hours of 00:30 and 05:30

23/PC/19

National Planning Policy Consultation

19.1 Members considered the national planning policy consultation document that closes on 2 March 2023. The proposals would give significant weight to an area's Neighbourhood Plan and members were concerned that this would result in a reduction to ongoing local democracy.

The Clerk was asked to submit the Council's views to the consultation process accordingly.

Proposed: Cllr A Grimes

Seconded: Cllr P Emmet

Approved: Unanimously

ACTION – Clerk to respond to the consultation

23/PC/20

Road Traffic

20.1 Traffic Working Party

Cllr James advised that the consultation on Saturday had been successful. As a result of responses received to date (Consultation closes on 17th February) it was likely that we would not pursue the shortening of the slip road from the A33 to Three Mile Cross and to add more focus on pedestrian crossings. It was reported that there had been some negative comments on social media, but it was felt that it was important to capture all views on the subject to ensure that the best set proposals for achieving traffic calming and a reduction in vehicle movements goes forward to WBC.

ACTION – Cllrs A Grimes and L James to put together a paper for the next meeting

20.2 The Clerk advised that there had been 34 completed surveys on the day and 14 online to date (again the consultation period runs until 17th February). The Clerk presented a summary of the results as they currently stood and he would circulate the results of both sets of consultation questionnaires once all the data had been received and incorporated.

ACTION – Clerk to circulate the responses to members at the end of the consultation period

23/PC/21

Correspondence

21.1 Possible Locations for Gypsy and Travellers Sites

After consideration and discussion the Members agreed that there were no locations they wished to see put forward for consideration.

ACTION – Clerk to respond accordingly

21.2 West Berkshire Council Local Plan Review

The Committee strongly objected to any plans to build in the DEPZ or UPA and felt that small groups of houses would disconnect communities. Developments should take into consideration the need for supporting infrastructure to be in place for residents.

ACTION – Clerk to write to West Berkshire Council accordingly

21.3 The Clerk advised that a request from a company called Maxim-PR for a Mr James Jekinson from Greentech to provide an update on the proposed Spencers Wood solar farm at the next P&H meeting on 9th March

ACTION – Clerk to invite Maxim-PR to address the committee at a pre-meeting at 19:00 on the 9th March

21.4 Request to divert Footpath 11 & 12 during the Lidl building

Councillors had no objections but requested that the traffic on Beke Avenue be controlled, the bus gate to be put in place and a proper path to be laid. Priority should be given to ‘foot’ traffic

ACTION – Clerk to respond accordingly

21.5 Planning Appeals for 14 Coningham Road (PA 221225) and Istana, Lambs Lane (221090) have both been dismissed. This was NOTED by the Committee.

The meeting ended at 21:53

The next meeting is Thursday 9th March 2023

List of Actions

23/PC/11.2	Clerk to arrange a meeting with Lyndsay Ferris to determine WBC's present stance on building within the DPEZ	Clerk
23/PC/14.2	23/PC/7.2 Clerk to enquire from WBC detailed locations and values where monies have been spent	Clerk
	23/PC/7.3c Clerk to follow up the issue of transferring ownership of street lights and establish if SPC would be liable for any upgrades required to the lights	Clerk
	23/PC/8.1 Clerk to chase Mr Karim, WBC for additional information requested	Clerk
	23/PC/9.2 Clerk to send a letter to BCllr Ferris regarding an article in Wokingham Today	Clerk
23/PC/15.1	Clerk to submit a request for substitute planting of trees on the seven units to be built adjacent to Lidl	Clerk
23/PC/16.2	Clerk to write to WBC Planning Department, Emergency Planning Department, AWE and West Berkshire Council to ascertain their response to the appeal decision in respect of land west of Kingfisher Grove	Clerk
23/PC/16.3	Clerk to request that the application 230122 remains open until after the next Planning and Highways Committee Meeting	Clerk
23/PC/18.1	Clerk to keep on the agenda 'Verbal Update on Highways, Street Lighting and Footpath Matters'	Clerk
23/PC/18/2	Clerk to write to WBC to request that the streetlights owned by SPC be switched off between the hours of 00:30 and 05:30	Clerk
23/PC/19.1	Clerk to respond to the National Planning Policy Consultation	Clerk
23/PC/20.1	Cllrs A Grimes and L James to put together a paper for the next meeting	Cllrs Grimes & James
23/PC/20.2	Clerk to circulate the responses of the consultation to members at the end of the consultation period	Clerk
23/PC/21.1	Clerk to respond accordingly to consideration for Gypsy and Travellers sites	Clerk

23/PC/21.2	Clerk to write to West Berkshire Council regarding the Local Plan Review	Clerk
23/PC/21.3	Clerk to invite Maxim-PR to address the committee at a pre-meeting at 19:00 on the 9 th March	Clerk
23/PC/21.4	Clerk to respond to a request to divert Footpath 11 & 12 during the Lidl build	Clerk

DRAFT