

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 14th June 2023
At School Green Centre commencing at 19.30

Present: Cllrs Boyer, Grimes, Lias, Masseron, Peer (Chair) & Tatla

Attending: Bruce Winton (Clerk), Sally Herring (Deputy Clerk)
4 members of the public

23/PC/55 Election of Chair of the Planning and Highways Committee for 2023/24

55.1 Cllrs Boyer, Grimes, James and Tatla nominated Cllr Peer as Chair of the Planning and Highways Committee for 2023/24

55.2 Cllr Peer was elected as Chair of the Planning and Highways Committee

Proposed: Cllr Grimes
Seconded: Cllr Boyer
Approved: Unanimously

55.3 Cllr Peer accepted the office of Chair of the Planning and Highways Committee and duly signed an acceptance of office, witnessed by the Clerk on 14th June 2023

23/PC/56 Election of Vice-Chair of the Planning and Highways Committee for 2023/2024

56.1 Cllr Masseron offered to serve as Vice-Chair of the Planning and Highways Committee for 2023/24

56.2 Cllr Masseron was elected as Vice-Chair of the Planning and Highways Committee

Proposed: Cllr Boyer
Seconded: Cllr Grimes
Approved: Unanimously

56.3 Cllr Masseron accepted the office of Vice-Chair of the Planning and Highways Committee and duly signed an acceptance of office, witnessed by the Clerk on 7th June 2023

23/PC/57

Terms of Reference

- 57.1 Members approved the Terms of Reference for the Planning and Highways Committee for 2023/2024 as presented

Proposed: Cllr Tatla

Seconded: Cllr Grimes

Approved: Unanimously

23/PC/58

Public Questions

- 58.1 A member of the public enquired about the double yellow lines at the junction of Basingstoke Road and Three Mile Cross. Members explained that all due process for Traffic Regulation Orders (TROs) had taken place by Wokingham Borough Council (WBC). WBC had not communicated any change to the major project work scheduled for this junction.

ACTION – Clerk to send TRO to member of the public

- 58.2 A member of the public enquired as to how a resident could create a project in the parish funded from WBC CIL money. Members explained that the Infrastructure Development Plan (IDP) specifies how CIL money was raised and the 123 List sets out how to spend the money and is a legally controlled system. The question was prompted by the requirement of a footpath alongside Dobbies Garden Centre, Hyde End Road and Hyde End Lane. Dobbies had paid S106 money for new bridleway works – planning application 212717.

ACTION – Clerk to write to the Executive Member at WBC to enquire when the 123 list is next updated

- 58.3 A member of the public enquired about the proposed new primary school in Ryeish Green that was identified as CIL/S106 expenditure. Members explained that this was still in the plan and the land would be used for education purposes. WBC were considering whether the expansion of Aldergrove Primary School would take place ahead of a new school built on this site. It was confirmed that the Ministry of Defence (MOD) was aware of the plan so there were no issues with it being within the Designated Emergency Planning Zone (DEPZ).

Additionally, there was more of a concern over post 16 education within the parish and the costs to parents for travel to schools outside of the parish, particularly in light of the recently published WBC consultation on home to school transport and travel assistance services.

- 58.4 The Chair agreed to agenda item “11.1 Wokingham Borough Council S106 and CIL funds” to be discussed at this point in the meeting as it was relevant to the public questions.

The Clerk had tabled details extracted from the WBC Infrastructure Funding Statements for the years 2019/20, 2020/21 and 2021/22 giving a comparison of monies received and spent from CIL and S106 and where possible identifying those relating to SPC. This appeared to show a significant imbalance in the figures between the lack of funding allocated to projects in Shinfield Parish and other parishes within WBC. It was suggested that all the Clerks should meet and discuss this and other matters in relation to WBC responses.

ACTION – Clerk to add to the Full Council agenda and to discuss with other parish clerks

- 58.5 A member of the public expressed concerns over planning application number 221366. This property was directly behind their property and WBC had not sent details of the planning application to the correct houses in the street, therefore, they were unaware of the application until building work had started. They had written to WBC expressing their concerns over the loft conversion that would severely affect the privacy of their garden but the response had not been helpful. Whilst members understood his concerns, and had previously responded to the planning application with concerns about privacy to neighbours, there was nothing further they could do. They advised the member of the public to submit a formal complaint to WBC and the Ombudsman and if possible involve a solicitor.

ACTION – BCllr Glover agreed to assist the member of the public in communicating with WBC

3 members of the public left the meeting

23/PC/59

Apologies and declarations of Members’ Interest

- 59.1 There were no apologies for absence
- 59.2 There were no declarations of members’ interests.
- 59.3 It was agreed that Cllr James would rejoin the Committee

23/PC/60

Minutes of the Previous Meeting

- 60.1 The minutes of the committee meeting of 11th May 2023 were approved, subject to an amendment at 50.1a “SPC money not to be spent on footpath 20 as part of this upgrade”, and signed as such by Cllr Peer

Proposed: Cllr Masseron
Seconded: Cllr Lias
Approved: Unanimously

60.2 **Actions and Matters Arising**

- 23/PC/39.2 The Clerk to progress a risk assessment of the streetlights against the criteria set by WBC

The Clerk advised that he had conducted the first set of site surveys to physically check specific lamps against the hazard checklist provided by WBC. He was taking the areas in the street lamp list block by block and assessing a sample of lights felt to be representative of the area. So far none of the street lamps triggered any of the areas of concern highlighted by the WBC checklist.

ACTION – Clerk to complete assessment of streetlamps and report back to the committee

- 23/PC/49.3 Cllr Emmet to give details to the Clerk regarding a demolished wall/footings in Shipbridge Drive

Cllr Emmet had provided the information to the Clerk who had established this was covered by Planning Application 221402 and had advised Cllr Emmet accordingly.

- 23/PC/50.1c Clerk to investigate the repositioning of the notice board at the end of the footpath leading onto Hyde End Lane

The Clerk advised that the issue was illustrated on Cllr Masseron's footpath report (P4 bottom right image). Since the new fence had been installed the original noticeboard and a pole were now approx. 50cm from the new fence line. As an interim measure the Facilities Manager had added reflective tape to minimise the chance of accidents in the dark.

- 23/PC/50.1e Clerk to determine who owns the land at the side of Footpath 17

This was also covered by Cllr Masseron's footpath report. The land was owned by the University of Reading.

- 23/PC/51.1 Clerk to write to the Executive Member of finance at WBC to request a report identifying where CIL money had been spent in SPC

The Clerk had not followed this up as yet. The matter was also on the agenda at Item 11.1 and raised under 'Public Questions'.

- 23/PC/53.2 Clerk to investigate the builder's rubble that had been deposited on the cycleway near the M4

The Clerk apologised but he had not been able to get any update on this issue. He will expedite his enquiries.

ACTION – Clerk to investigate the builder's rubble that had been deposited on the cycleway near the M4

- 23/PC/53.3 Clerk to arrange to meet with the new manager of the Ryeish Green Sports Hub

The Clerk reported that he had met with the new manager of the Ryeish Green Sports Hub. Amongst matters discussed he had made her aware of the issues with parking on Hyde End Lane, in particular at the weekends. The Clerk had asked the Sports Hub manager if a larger time gap could be left between bookings for the 3G pitch to try and reduce some of the impact.

23/PC/61

Schedule of Deposited Plans

- 61.1 PA 231106 16 Moor Close Spencers Wood – Conversion of garage to create living space

This was discussed as there was a concern that this could be used to create sub-standard accommodation if sewerage were permitted

- 61.2 PA 231249 28 Grazeley Road Spencers Wood Retrospective planning application for Garden Annexe

There was a similar concern regarding this application

- 61.3 PA231229 Land adjacent to 176 Hyde End Road

As the issue has been discussed in committee previously the Clerk felt that members would also wish to consider this new application.

Members requested the Clerk to make the following comments –

'If the application is acceptable to WBC, SPC recommended that

- the two trees should be replaced;
- no vehicles, caravans or storage to be kept on the land overnight;
- there is an agreement in place for the ongoing maintenance of the trees.

ACTION – Clerk to respond to the planning application

23/PC/62

Appeals

- 62.1 The Clerk advised that the only change from the previous report was that APP/X0360/W/22/3311543 previously Status 2 (In progress) had been decided in favour of the appellant and now showed as Status 4. The change of use of land to residential and the erection of a detached building was now permitted. The original PA was 222478

23/PC/63

Enforcement Notices

- 63.1 Closed Enforcement Notices
Members noted the contents of the report
- 63.2 Live Enforcement Notices
Members noted the contents of the report

23/PC/64

Highways, Street Lighting and Footpath Matters

- 64.1 Cllr Masseron had previously circulated a footpath report and members thanked her for a comprehensive report.

The main points were:-

- Footpath 22A – the stile had been repaired
- Footpath 17 – the University of Reading (UoR) had agreed to remove the barbed wire fence between the footpath and Deardon Field. Filled footpath to be installed between the footpath and the gate to the left.
- Footpath 20 – A list of suggested works for the Southern end had been submitted that retained the character and biodiversity of the footpath. WBC would be scraping off some of the mud in the middle section and a request had been made for a more permanent solution.
- Footpath 15 – the section from the tennis courts to the new cycleway will be resurfaced by the UoR
- SANG footpaths – these will be resurfaced where necessary and raised slightly to increase accessibility during the wet season
- Kissing gates and latch gates – underlying areas to be filled and raised to prevent mud baths
- Filled Footpath from Footpath 16 – 13
- Arborfield Road Cycleway expected to be open July 2023
- The Shinfield Footpath and Cycle Group were meeting regularly to assess the condition of the footpaths and cycle ways and would identify any potential improvements

23/PC/65

Wokingham Borough Council S106 and CIL funds

- 65.1 This item had been previously discussed under Item 23/PC/58.4 'Public Questions'

23/PC/66

Spencers Wood Solar Farm Community Fund

- 66.1 The Clerk advised that he was still awaiting the necessary papers from the company to access the community fund

ACTION – Clerk to follow up with the company

- 66.2 It was identified that there may be the potential to obtain money from a community fund from the solar farm in the adjacent field to the proposed Spencers Wood Solar Farm. The Clerk would make enquires with Swallowfield Parish Council.

ACTION – Clerk to investigate

23/PC/67

Correspondence

- 67.1 Application for a Goods Vehicles Operators Licence.

Cllr Lias recommended that

- No vehicles exiting the site may turn right towards the Basingstoke Road.
- No vehicles should travel to the site from the direction of Basingstoke Road.
- If practical it should provide that NO LST (Longer Semi-Trailer) HGV's should be routed to the site

The Clerk advised that the council did not have a statutory right to comment on the application but he could make a representation to WBC to this effect.

ACTION – Clerk to make representation to WBC via the Borough Councillors

- 67.2 Sewerage Issue outside Lawrence Denne on Basingstoke Road

Cllr Lias reported that residents were unhappy about the need for numerous tankers pumping out sewage in this area. There were also problems with surface water. It was recognised that Thames Water had expressed concerns over the capacity of the drains, but the site was still approved.

There were also problems of this nature around Croft Gardens at Spencers Wood and Shipridge at Three Mile Cross.

Members felt it appropriate to monitor the situation by keeping a register of any reported issues of this nature or other nuisance to residents. Residents could be informed via the SPC newsletter to report incidents.

ACTION – Clerk to set up a register for recording issues with sewage in the parish and inform WBC when appropriate

67.3 Roadworks Church Lane/Basingstoke Road junction

Cllr Lias was investigating the current status of this work and would report back

ACTION – Cllr Lias to report to the committee on the current status of the roadworks on Church Lane/Basingstoke Road junction

67.4 Local Record of Flora and Fauna

Cllr Lias proposed that we investigate creating a local record of flora and fauna to lay the baseline for future development applications taking into account future Net Bio-diversity Gain requirements.

The Clerk had undertaken some initial research and there were already schemes available that may offer a route towards this.

The National Biodiversity Network (NBN) has members including the Environment Agency, Natural England, Wildlife Trusts and RSPB. Through their website they point interested parties to sites for recording their local area but each route is brought together into a National recording Scheme and can be viewed via the NBN atlas

It was agreed to discuss further at the next committee meeting.

ACTION – Deputy Clerk to add to agenda for July meeting

1 member of the public left the meeting

23/PC/68

Date of the next meeting

68.1

The date of the next meeting will be on Wednesday, 12th July 2023

The meeting ended at 21:44

List of Actions

23/PC/58.1	Clerk to send Traffic Regulation Orders (TROs) to member of the public	Clerk
23/PC/58.2	Clerk to write to the Executive member at WBC to enquire when the 123 list will be updated	Clerk
23/PC/58.4	Clerk to add to the Full Council agenda the analysis of CIL and S106 money, and to discuss with other parish clerks the significant imbalance in the figures between the lack of funding allocated to projects in Shinfield Parish and other parishes within WBC	Clerk
23/PC/58.5	BCllr Glover agreed to assist a member of the public in communicating with WBC regarding planning application 221366	BCllr Glover
23/PC/60.2 23/PC/39.2	Clerk to complete assessment of streetlamps and report back to the committee	Clerk
23/PC/60.2 23/PC/53.2	Clerk to investigate the builder's rubble that had been deposited on the cycleway near the M4	Clerk
23/PC/61.3	Clerk to respond to the planning application PA231229	Clerk
23/PC/66.1	Clerk to follow up potential community fund with the Spencers Wood Solar Farm company	Clerk
23/PC/66.2	Clerk to investigate potential funding from the solar farm in the field adjacent to the Spencers Wood Solar Farm	Clerk
23/PC/67.1	Clerk to make representation to WBC via the Borough Councillors on an application for a Goods Vehicles Operators Licence	Clerk
23/PC/67.2	Clerk to set up a register for recording issues with sewage in the parish and inform WBC when appropriate	Clerk
23/PC/67.3	Cllr Lias to report to the committee on the current status of the roadworks on Church Lane/Basingstoke Road junction	Cllr Lias
23/PC/67.4	Deputy Clerk to add to the agenda "Local Record of Flora and Fauna" to the agenda of the July meeting	Deputy Clerk