

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 11th February 2026
At School Green Centre commencing at 19:30

Present: Cllrs Boyer (Vice Chair), Hoyle, James and Masseron

Attending: B Winton (Clerk)
S Herring (Deputy Clerk)

2 members of the public

26/PC/12

Public Questions

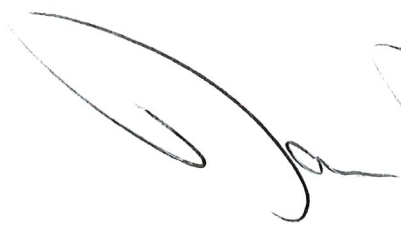
12.1 Loddon Garden Village planning application

A member of the public expressed concerns regarding the potential impact on traffic in and around Shinfield in relation to the Loddon Garden Village planning application. The additional housing and schools could gridlock the whole of the parish without consideration for new infrastructure or roads. He reported that GP appointments would go from low to non-existent among other things. He requested that Shinfield Parish Council (SPC) included steps to mitigate the problem in their response to the planning application.

The Clerk explained that SPC had received an extension to respond to the Planning Application and had commissioned consultants to draft a response. The Committee had submitted a long list of considerations to the consultant including concerns over traffic and pushing for extensions of 20mph zones.

ACTION – Clerk to invite the member of public to join the Traffic Working Party

19:47 One member of the public left the meeting



12/03/26

12.2 Car park at the end of Hyde End Lane

BCllr Johnson had submitted a question on behalf of a resident prior to the meeting reporting that the car park sign on Hyde End Lane opposite the car park for users of Mays Farm Meadow SANG had been whitewashed, obscured with a white permanent paint.

The Clerk had contacted the University of Reading (UoR) who had immediately responded and reinstated the sign to its original condition.

26/PC/13

Apologies and declarations of Members' Interest

13.1 Receive and consider approval of apologies for absence

Apologies had been received from Cllrs Jahromi and Peer

13.2 There were no declarations of members' interests

26/PC/14

Minutes of the Previous Meeting

14.1 The minutes of the Planning and Highways Committee held on 14th January 2026 were approved and signed as such by Cllr Boyer.

Proposed: Cllr James
Seconded: Cllr Hoyle
Approved: 3 Approved, 1 Abstention

14.2 Actions and Matters Arising from the meeting held on 14th January 2025

25/PC/118.2

25/PC/122.3 Clerk to seek clarification from Wokingham Borough Council (WBC) that the 20mph speed limit would remain outside Grazeley C of E Primary School.

The Clerk reported that the 20mph speed limit would be retained outside of Grazeley C of E Primary School.

26/PC/4

Clerk to inform ET Planning of the additional comments SPC would request to be included in the response to PA252498 – Loddon Garden Village

This had been done and was also on the agenda – see minute 15.3.

26/PC/7.1

Clerk to follow up with BCllr Betteridge on outstanding highways and footpath issues.

BCllr Betteridge had promised a meeting with the team but no dates had been forthcoming. The Clerk had now requested a meeting with BCllr Betteridge to try and progress these items.

ACTION – Clerk to follow up dates for a meeting with BCllr Betteridge

26/PC/7.3 Junction of Beke Avenue and Westall Street

- Clerk to raise this issue with BCllr Betteridge at the next meeting regarding traffic issues within the Parish

See minute 26/PC/7.1 above

- Clerk to arrange for awareness to be raised via social media

This had been done.

- Cllr Rance offered to ask a Ward question with WBC in her capacity as BCllr

BCllr Rance advised that due to time constraints at the Wokingham Borough Council (WBC) Full Council meeting she had been unable to ask a question.

This item was on the agenda - see minute 18.4

26/PC/8.1 Clerk to send out invitations for the next meeting of the Neighbourhood Development Working Party

This had been done.

26/PC/8.2 Clerk to apply for Assets of Community Value for the Manor Ground Pavilion and land; and High Copse Pavilion

This was on the agenda – see minute 19.2

26/PC/9.1 Clerk to draft requirements for a monitoring officer to act on behalf of SPC

This was on the agenda – see minute 20.1

26/PC/10.2 Clerk to notify the Enforcement & Safety Team, WBC that SPC supported the renewal of the Public Space Protection Order

This had been done.

26/PC/15 **Schedule of Deposited Plans**

- 15.1 Planning applications were circulated to members weekly. Plans deposited following the most recent Thursday planning email which require urgent attention will be forwarded as received.



15.2 Weekly responses to planning applications

The Clerk advised that currently only Cllr Boyer and Cllr Peer regularly responded to the weekly planning application email. These items in the past would have been considered at committee meetings where it could be confirmed that a quorum supported the council response. It was suggested that there was no desire to return to the previous approach but we did need to ensure that a collective view of the planning applications was reflected in the responses.

It was therefore proposed that at least 3 members of the committee submit a response prior to officers submitting a Shinfield Parish Council response on the WBC planning portal. This is in line with decisions taken at all meetings where a quorum of 3 members is required. If we did not receive at least three responses, then the application(s) would be recirculated.

Members **AGREED** that at least 3 members of the Planning and Highways Committee respond to the weekly Planning Application email.

15.3 Loddon Garden Village – Planning Application 252498

ET Planning had secured a formal extension to respond to the planning application to 20th March 2026. Comments made by the Committee had been forward to the consultants for inclusion in the report. ET Planning would have their report ready for consideration by the committee at their meeting in March.

ACTION –

- Clerk to circulate the draft report from ET Planning, once received, to members of the committee
- Clerk to send the final report to Nigel Frankland, University of Reading (UoR)
- Clerk to arrange for the response to be published in the Shinfield Parish Council (SPC) electronic newsletter
- Deputy Clerk to add to the agenda of the next Planning and Highways Committee meeting
- Deputy Clerk to add to the agenda of Full Council meeting to be held in March

26/PC/16

Appeals

16.1 Planning inspectorate appeals relating to Shinfield Parish

There had been no new cases in January.

ACTION – Clerk to amend the monthly planning inspectorate appeals report to cover the last years only, therefore 2023/2024 financial years onwards.

Enforcement Notices

WBC had introduced a new system 'Planning Applications and Enforcement Investigations Dashboard' where live updates could be obtained on a daily basis. The format of the enforcement tables has been taken from the new system.

ACTION – Clerk to share the link to the dashboard to members of the Committee.

17.1 Closed Enforcements tables for January 2026

This month there were

- 5 cases deemed no breach
- 1 cases voluntary compliance
- 1 had applications submitted
- 3 cases - other

Members **NOTED** the Closed Enforcement Tables

17.2 Outstanding Enforcements tables for end January 2026

It was noted that there were now 5 live enforcement notices for Bismillah House

- Storage of vehicles – investigation ongoing
- Construction of extended area of hard standing – investigation ongoing
- Tree works application 223088 replanting not undertaken – investigation on going

NEW for this month

- Refusal of PA 252180
- Refusal of PA 252320

Additional

- 7 new cases
- 2 relate to Shire Hall site

Cllr Boyer reported that he had attended a meeting with the developers of the Shire Hall site. Demolition was complete and the start of build was expected at the end of February 2026.

Members **NOTED** the outstanding Enforcement tables

- 18.1 A verbal report on Highways, Street Lighting and Footpath matters

Footpath 12

Cllr Masseron had submitted some cost estimates for upgrading Footpath 12 that detailed various construction options. These were for information at this stage. Andy Glencross, WBC had visited the site. From the cost estimates it was considered that items numbered 2 and 5 would be the most desirable; this would upgrade the path with the installation of street lighting. Funding was undetermined at this stage.

A section of the path was owned by Vistry and it was understood that they still intended to build 7 houses on the site in 2026. The path was part of their planning application. Vistry could be approached to upgrade the path early in the development.

Cllr Masseron reported that the area around the large tree that had previously had fire damage was still attracting anti-social behaviour and suggested the installation of CCTV to act as a deterrent.

Debris needed to be cleared from the site.

ACTION – Clerk to investigate options and costs for installing CCTV on footpath 12

- 18.2 An update on the footpath from Lailey Path to Shinfield Infant and Nursery School

The Clerk had received an update from Jess Edwards, Transport Planning, Wokingham Borough Council (WBC):-

- The planning application and Certificate of Lawfulness had been validated and was expected to be determined by 25th March 2026.
- The Full Planning Application was application number 253139.
- The Certificate of Lawfulness was application number 253135.
- They were working with the Legal team and consultants to get a plan that meets the requirements of HM Land Registry regarding the land ownership information.
- Liaising with colleagues who would deliver the scheme, but we do not have a date for works at this time.



18.3 Other Highways, Street Lighting and Footpath Matters

WBC consultation on bus services

WBC had put out a consultation on buses that included the number 3 and 600 bus routes. They had written to the clerk requesting a contribution towards funding.

ACTION –

- Clerk to obtain more detailed information relating to the request for a contribution towards funding
- Clerk to add to the agenda of the Finance and General Purposes Committee
- Clerk to arrange for awareness with residents by publishing in the newsletter and on social media encouraging responses to the consultation

Woodcote Lane

Cllr Masseron reported that the ground had been restored and was now a safe walking option.

Cycleway from Spencers Wood to Lidl

Signage for the proposed cycleway from Spencers Wood via Lidl and Church Lane could not proceed as the houses had been built too close to the path. This matter would be raised with BCllr Betteridge with a request for a road audit of Shinfield West. This could have an impact on the Loddon Garden Village planning application.

ACTION – Clerk to raise the issue of signage of the cycleway from Spencers Wood via Lidl to Church Lane at the meeting with BCllr Betteridge

18.4 Report of accidents at the Junction of Beke Avenue and Westall Street.

Wokingham Borough Council (WBC) had been made aware of the lack of signage and road markings at this junction that appeared to be contributing to a number of road traffic accidents. WBC would encourage the developers to install more signage.

18.5 Lighting requirements on Cutbush Lane

The Clerk showed members a visual map of the street lighting on Cutbush Lane and highlighted the lighting gap in question.

ACTION – Clerk to request WBC to install an additional streetlight on Cutbush Lane



26/PC/19

Renewal of Neighbourhood Development Plan (SPNDP)

- 19.1 A verbal update from the Neighbourhood Plan Renewal Working Party.

There was no update to provide since the last meeting.

- 19.2 A verbal update on registering Assets of Community Value (ACV)

The Clerk reported that he had drafted the application for the Manor Ground and would be drafting the one for High Copse before the next meeting.

Millworth Lane and the School Green Centre would be done at a later date subject to a response from the University of Reading regarding land acquisition.

ACTION – Clerk to submit the requests for Assets of Community Value for the Manor Ground Pavilion and land; and High Copse Pavilion

26/PC/20

Monitoring Officer

- 20.1 The Clerk had been liaising with other local parish councils who were keen to jointly appoint a monitoring officer for the proposed Loddon Garden Valley planning application. A draft outline of responsibilities was under consideration.

The Committee did not feel that Shinfield Parish Council required their own monitoring officer as the majority of development in the area had been completed.

26/PC/21

Correspondence

- 21.1 Natural History Museum (NHM)

The Clerk reported he had attended a meeting of the NHM Engagement Working Party which had not met for almost a year. They provided an update on landscaping which was progressing as previously presented to the Planning and Highways Committee. They were running a public art process for their site but are in the early stages.

External construction is on schedule despite the weather, and they hoped to be weather proof by end of April 2026 and to host the next working party meeting on site.

Cllr Fernandes had been appointed as the official representative so there was now a vacancy for this position. Cllr Boyer and the Clerk would take on the role for the time being. This role could be delegated to the Community Engagement Officer once appointed.

Members NOTED the update.



21.2 Notification Part 2 Hearings for the Local Plan Update 2023-40

Members NOTED the Notification Part 2 Hearings for the Local Plan Update 2023-40

21.3 Sonning Neighbourhood Plan Consultation

Members NOTED the Sonning Neighbourhood Plan Consultation

25/PC/22 Date of the next meeting

22.1 The date of the next meeting will be Wednesday, 11th March 2026

The meeting ended at 20:42


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18/03/26

List of actions

26/PC/12.1	Clerk to invite the member of public to join the Traffic Working Party	Clerk
26/PC/14.2		
26/PC/7.1	Clerk to follow up dates for a meeting with BCLlr Betteridge to discuss outstanding highways and footpath issues	Clerk
26/PC/15.3	➤ Clerk to circulate the draft report from ET Planning, once received, to members of the committee ➤ Clerk to send the final report to Nigel Frankland, University of Reading (UoR) ➤ Clerk to arrange for the response to be published in the Shinfield Parish Council (SPC) electronic newsletter ➤ Deputy Clerk to add to the agenda of the next Planning and Highways Committee meeting ➤ Deputy Clerk to add to the agenda of Full Council meeting to be held in March	Clerk Clerk Clerk Deputy Clerk Deputy Clerk
26/PC/16.1	Clerk to amend the monthly planning inspectorate appeals report to cover the last years only, therefore 2023/2024 financial years onwards.	Clerk
26/PC/17.1	Clerk to share the link to the Planning Applications and Enforcement Investigations Dashboard to members of the Committee	Clerk
26/PC/18.1	Clerk to investigate options and costs for installing CCTV on footpath 12	Clerk
26/PC/18.3	WBC consultation on bus services ➤ Clerk to obtain more detailed information relating to the request for a contribution towards funding ➤ Clerk to add to the agenda of the Finance and General Purposes Committee ➤ Clerk to arrange for awareness with residents by publishing in the newsletter and on social media encouraging responses to the consultation Cycleway from Spencers Wood to Lidl Clerk to raise the issue of signage of the cycleway from Spencers Wood via Lidl to Church Lane at the meeting with BCLlr Betteridge	Clerk Clerk Clerk Clerk
26/PC/18.5	Clerk to request WBC to install an additional streetlight on Cutbush Lane	Clerk
26/PC/19.2	Clerk to submit the requests for Assets of Community Value for the Manor Ground Pavilion and land; and High Copse Pavilion	Clerk