

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 12th March 2025
At School Green Centre commencing at 19:30

Present: Cllrs Boyer (Vice-Chair), Grimes, Hoyle, Lias, Masseron and Peer

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

1 member of the public

25/PC/26 Public Questions

26.1 There were no public questions.

25/PC/27 Apologies and declarations of Members' Interest

27.1 Apologies had been received from Cllrs Jahromi and James

27.2 There were no declarations of members' interests

25/PC/28 Minutes of the Previous Meeting

28.1 The minutes of the committee meeting of 12th February 2025 were approved
signed as such by Cllr Peer

Proposed: Cllr Masseron
Seconded: Cllr Grimes
Approved: Unanimously

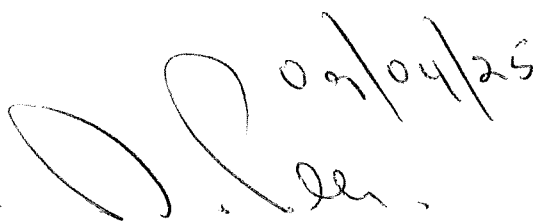
28.2 **Actions and Matters Arising from the meeting held on 12th February 2024**

25/PC/3

24/PC/94 & Deputy Clerk to add to the agenda of the next meeting "when did
85.2 Woodcock Lane cease being a bridle way and to request that motor
vehicles are restricted" when more information was available

This had been done. This was also on the agenda, see minute 25/PC/33.4

Draft minutes

  02/04/25

- 24/PC/121.1 Clerk to contact Enerveo and The Lighting Bee for advice regarding the streetlighting on B roads in the parish

The Clerk was chasing for responses

ACTION - Clerk to continue to chase for responses from Enerveo and The Lighting Bee for advice regarding the streetlighting on B roads in the parish

- 25/PC/11.5 BCllr Glover to report any further developments to the committee regarding parking issues in Spring Gardens

BCllr Glover had nothing further to report.

- 25/PC/16.2 Cllr Lias to report back to the next meeting following the public inquiry in relation to PA233038

See minutes 25/PC/29.2

- 25/PC/16.3 Clerk to write to Enforcement at WBC to express the concerns of SPC that no action appeared to be taking place regarding the unauthorised building at 52 Oatlands Road (PA233038) and to request further information as to what action had been, and would be taken to prevent further unauthorised development

This had not yet been done.

ACTION - Clerk to follow up on previous action.

- 25/PC/19.1 Deputy Clerk to circulate the draft Active Travel Plan document to members of the committee

Cllr Masseron had circulated the document.

- 25/PC/19.1 Members to comment on the draft plan, direct to Cllr Masseron, by 27th February 2024

See minute 25/PC/32.1

- 25/PC/20.3 BCllr Glover to check with Shinfield Infant and Nursery School that they accepted the plan for the proposed footpath

BCllr Glover reported that this was now in the hands of the planning department.

- 25/PC/22.2 Clerk to arrange a meeting with Richard Alexander (WBC) to explore the process for applications for 'Assets of Community Value'

The Clerk had written to Richard Alexander but no response had been received to date.



- 25/PC/22.2** Clerk to apply to register a further three areas previously identified as 'Assets of Community Value'

See above.

ACTION - Clerk to apply to register a further three areas previously identified as 'Assets of Community Value'

- 25/PC/22.3** Clerk to instruct AOC to proceed with the project for the proposed Spencers Wood Village Centre

See Minute 25/PC/36.3

- 25/PC/23.1** Cllr Lias to draft a question(s) in relation to specific case(s) where S106 agreements had been varied

Cllr Lias had not yet drafted a question. He identified the area of Basingstoke Road / Church Lane junction that now appeared to be delayed until 2026.

ACTION – BCllr Glover would present a ward question asking whether Deeds of Variation are made for each change in S106 agreements. If so why had Shinfield Parish Council (SPC) not been notified.

- 25/PC/24.2** Clerk to report the advertising of Mammoth Storage Services Building at RG7 1AW to WBC Enforcements

This had been done, and we were awaiting a response.

Post meeting note:- Mammoth Storage Services had now submitted a planning application.

25/PC/29

Schedule of Deposited Plans

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

- 29.2 Planning application 233038 – Land East of Hayes Drive North of Three Mile Cross

Cllr Lias had been following the inquiry and anticipated an announcement of the result in approximately two months.

Cllr Peer thanked Cllr Lias for giving his time to follow the inquiry.

- 29.3 Planning Application 250005 – 52 Oatlands Road RG2 9DN

The Clerk had received communications from the neighbours who were now taking the owner to the Small Claims Court for outstanding payment for the erection of scaffolding on their property.



29.3 Planning Application 250415 – Shinfield Park

Cllr Boyer had suggested a response to the planning application; however, he suggested that other members of the committee also contribute to his comments.

ACTION –

- Deputy Clerk to request all members of the committee to submit any additional comments to Cllr Boyer's suggested response by Friday, 21st March 2025
- Deputy Clerk to submit final response on the WBC planning portal once received

29.4 Planning Application 250435 – Land off Church Lane, Shinfield

Shinfield Parish Council (SPC) would object to continually extending temporary planning for a site that was originally used for local works. If approval was given to the application SPC would ask for a restriction on movements of heavy vehicles through the weight restricted section of road.

ACTION – Deputy Clerk to submit comments on behalf of SPC

29.5 Planning Application 232560 - Whitehouse Farm Arboretum

There was nothing further to consider.

29.6 Planning Application 242665 - Land West of Kingfisher Grove, TMX

Revised plans had now been submitted.

ACTION – Deputy Clerk to request an extension for submission of comments

25/PC/30

Appeals

30.1 There had been no changes from the previous month.

25/PC/31

Enforcement Notices

31.1 Closed Enforcement Notices

Nine items deemed to have been "No Breach". Two are marked Application submitted' (The Paddocks and Hyde End Lane).

Oatlands Road is reported as "Voluntary Compliance"

Members **NOTED** the report

31.2 Live Enforcement Notices

There had been nine new cases this month.

Members **NOTED** the report



25/PC/32

Local Active Travel Plan

- 32.1 Cllr Masseron had submitted a revised plan following comments received from members.

The following comments were made:-

Page 5

- caveat to be included to state that the list was not definitive and was not designed to give a comprehensive overview of facilities in the parish.
- Shinfield Rise diagram to be reorganised into two sections to clearly show facilities that sit within SPC and Reading separately

Page 8 to 13 - include lengths of paths on every section

Page 14 – add date of WBC’s publication

Addition – To be revised annually

Members **APPROVED** the document subject to the amendments above.

Proposed: Cllr Lias
Seconded: Cllr Hoyle
Approved: Unanimously

ACTION – Cllr Masseron to update the document

25/PC/33

Highways, Street Lighting and Footpath Matters

- 33.1 Footpath matters

There was nothing further to report this month.

- 33.2 Traffic Working Party

There was nothing further to report this month.

- 33.3 Lailey Path / Hyde End Road footpath

This had been covered in “Actions and Matters Arising 25/PC/20.3”

- 33.4 Woodcock Lane

Cllr Hoyle had circulated documents he had obtained from the Ramblers outlining options to address the issues with Woodcock Lane. It appeared that Woodcock Lane had been a Byway Open to All Traffic (BOAT) since the 1980’s. The suggested course of action was to apply for a Traffic Regulation Order (TRO) to restrict motorised vehicles from using the path. Cllr Lias reminded the committee that money had already been allocated to improve the northern side of the path.

ACTION –

- Clerk to apply for a TRO for the northern side of the path
- Clerk to draw to the attention of WBC the poor condition of the southern side of the path



- 25/PC/34** **Wokingham Borough Council**
- 34.1 Wokingham Borough Council Local Plan Update 2023-40
- Members **NOTED** the plan and would await the result.
- 25/PC/35** **Renewal of Neighbourhood Development Plan (SPNDP)**
- 35.1 Neighbourhood Development Plan Project Group
- There had been no meetings of the project group since the last Planning and Highway Committee meeting.
- ACTION –**
- Clerk to circulate the SPNDP plan as it currently stands
 - Members to look at other local council's NDPs
- 35.2 Assets of Community Value (ACV)
- This had been discussed at 28.2 Actions and Matters Arising from the meeting held on 12th February – 25/PC/22.2
- ACTION – Clerk to follow up with Richard Alexander to arrange a meeting to explore the process for applications for 'Assets of Community Value'**
- 36.3 Spencers Wood Village Centre
- The Clerk had instructed AOC and had held a brief meeting with them on 12th March to clarify the scope. AOC were going to look at the site.
- 25/PC/37** **Variations to S106 agreements**
- 37.1 This had been discussed at 28.2 Actions and Matters Arising from the meeting held on 12th February – 25/PC/23.1
- The Clerk reported that WBC would have a system available in approximately six months that enabled everyone to access S106 expenditure.
- 25/PC/38** **Correspondence**
- 38.1 Pre-Submission Version of the Charvil Neighbourhood Plan
- Members **NOTED** the plan
- 38.2 Natural History Access Road Construction
- The University of Reading had provided details of the traffic management plan.
- Members **NOTED** the plan

38.3 Loddon Garden Village – Shinfield Area Stakeholder Meeting Invitation

Two meetings had been planned

- 1) 17th March – public online meeting to allow for questions and answers
- 2) 27th March at 19:00 at the School Green Centre – Stakeholder Area meeting

25/PC/39

Date of the next meeting

- 39.1 The date of the next meeting will be Wednesday, 9th April 2025

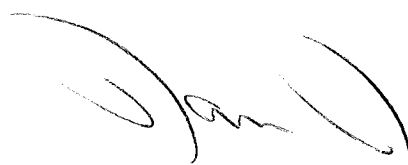
The meeting ended at 21:18

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List of Actions

25/PC/28.2

24/PC/121.1	Clerk to continue to chase for responses from Enerveo and The Lighting Bee for advice regarding the streetlighting on B roads in the parish	Clerk
25/PC/16.3	Clerk to write to Enforcement at WBC to express the concerns of SPC that no action appeared to be taking place regarding the unauthorised building at 52 Oatlands Road (PA233038) and to request further information as to what action had been, and would be taken to prevent further unauthorised development	Clerk
25/PC/22.2	Clerk to apply to register a further three areas previously identified as 'Assets of Community Value'	Clerk
25/PC/23.1	BCllr Glover would present a ward question asking whether Deeds of Variation are made for each change in S106 agreements. If so why had Shinfield Parish Council not been notified	BCllr Glover
25/PC/29.3	Deputy Clerk to request all members of the committee to submit any additional comments to Cllr Boyer's suggested response on Planning Application 240415 – Shinfield Park by Friday, 21 st March 2025	Deputy Clerk
25/PC/29.3	Deputy Clerk to submit final response on the WBC planning portal once received	Deputy Clerk
25/PC/29.4	Deputy Clerk to submit comments on Planning Application 250435 – Land off Church Lane, Shinfield, on behalf of SPC	Deputy Clerk
25/PC/29.6	Deputy Clerk to request an extension to Planning Application 242665 – Land West of Kingfisher Grove, TMX, for submission of comments	Deputy Clerk
25/PC/32.1	Cllr Masseron to update the Local Active Travel Plan document	Cllr Masseron
25/PC/32.4	Clerk to apply for a TRO for the northern side of the Woodcock Lane path	Clerk
25/PC/32.4	Clerk to draw to the attention of WBC the poor condition of the southern side of the Woodcock Lane path	Clerk
25/PC/35.1	Clerk to circulate the SPNDP as it currently stands to all members	Clerk
25/PC/35.1	Members to look at other local council's NDPs	All Members
25/PC/35.2	Clerk to follow up with Richard Alexander to arrange a meeting to explore the process for applications for 'Assets of Community Value'	Clerk

 2023/04/25
Lee