

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 5th November 2025
At School Green Centre commencing at 19:30

Present: Cllrs Boyer, Jahromi, James and Peer (Chair)

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

1 members of the public

25/PC/106

Public Questions

106.1 There were no public questions.

25/PC/107

Apologies and declarations of Members' Interest

107.1 Receive and consider approval of apologies for absence

Apologies had been received from Cllrs Hoyle and Masseron

107.2 There were no declarations of members' interests

25/PC/108

Minutes of the Previous Meeting

108.1 The minutes of the Planning and Highways Committee held on 8th October 2025 were approved and signed as such by Cllr Peer

Proposed: Cllr Boyer
Seconded: Cllr Jahromi
Approved: Unanimously



03/10/25

108.2 Actions and Matters Arising from the meeting held on 8th October 2025

25/PC/82.2

25/PC/78.1

- Clerk to arrange a meeting to clarify with members of the committee what would be required from a monitoring officer

This was still to be done

ACTION - Clerk to arrange a meeting to clarify with members of the committee what would be required from a monitoring officer

- Clerk to inform Andrew Grimes of the delay

This had been done

- Clerk to arrange the meeting with BCllr Conway and Nick Irvine from WBC

Some dates had been identified, and the Clerk would be arranging the most suitable date in conjunction with the others on the ALIGN working party

ACTION – Clerk to arrange meeting with BCllr Conway and Nick Irvine from WBC, and the ALIGN working party

25/PC/93.2

Clerk to apply for Assets of Community Value for the Manor Ground Pavilion and land; High Copse Pavilion and land; and land adjacent to Alder Grove School

This was on the agenda – see minute 25/PC/113.2

25/PC/95.4

Clerk to ascertain why the plans for PV panels at MereOak Park & Ride did not include the disabled bays on the site

The Clerk had asked for more information on this but not yet received a response from WBC.

25/PC/103.2

Clerk to follow up with DVSA regarding outstanding issues at Bismillah House.

The advice received is that the DVSA will not provide updates on items they are considering so we will only get a response once they have made a decision.

25/PC/103.4 Clerk to obtain an update regarding Lailey Path project from WBC

An update had been requested but not yet received.

ACTION – Clerk to follow up on progress of the path from Lailey Path to Shinfield Infant and Nursery School with WBC

25/PC/104.1 Clerk to add Terms of Reference of the Neighbourhood Plan Renewal Working Party to the agenda for Full Council

This had been done.

25/PC/109 **Schedule of Deposited Plans**

109.1 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.

109.2 Loddon Garden Village – Planning Application 252498

Members were in agreement that a response was required to the planning application. The closing date for comments was 16th January 2026. The Clerk would check if ET Planning and MOTION were available to assist with a response. Specific areas of concern were traffic, transport, a path along Arborfield Road, access to schools and timing for opening of the schools.

ACTION –

- **Members of the Committee to look at the planning application and submit comments to the Clerk**
- **Clerk to contact ET Planning and MOTION to check their availability to assist with a response**
- **Clerk to add to the agenda of the next meeting**

25/PC/110 **Appeals**

101.1 Planning inspectorate appeals relating to Shinfield Parish

There were no new appeals or appeals in progress relating to the parish.

25/PC/111 **Enforcement Notices**

111.1 Closed Enforcements tables for October 2025

Wokingham Borough Council (WBC) had been experiencing difficulties with their system which is why we had not been receiving the enforcement tables. These have now been received for October 2025.

Members **NOTED** the Closed Enforcement Table



111.2 Outstanding Enforcements tables for October 2025

Members **NOTED** the Outstanding Enforcement Table

25/PC/112

Highways, Street Lighting and Footpath Matters

112.1 A verbal report on Highways, Street Lighting and Footpath matters

Cllr James reported that he was involved in visiting residents in Church Lane regarding speed limits. The Clerk would follow up traffic issues with BCllr Betteridge.

Footpath 12 – Cllr Masseron had been in contact with the Director of Place and Growth regarding improvements to the path.

Cllr Jahromi enquired about the footpath by the Bellway estate, however, it was reported that this had not yet been opened due to the future development.

ACTION – Clerk to follow up outstanding traffic issues with BCllr Betteridge

112.2 The draft Wokingham Borough Council Speed Limit policy

Members **NOTED** the WBC Speed Limit policy. This would be discussed with BCllr Betteridge during the proposed meeting.

112.3 Speed indicator devices (SIDs) and their use in the Parish

Cllr Boyer would pass the equipment to the Facilities Manager with instructions so the SIDs could be installed around the parish.

ACTION – Cllr Boyer to pass the SIDs equipment to the Facilities Manager with instructions

25/PC/113

Renewal of Neighbourhood Development Plan (SPNDP)

113.1 Update

At the last meeting of the Working Party the decision was to recommend to Committee that we arrange for one of the consultants to undertake the basic review of the existing plan, which all four companies that had quoted recommended as the first step.

The potential outcomes were:

- No material work was required to the existing plan. This was not an expected outcome.
- Work was required to bring the plan fully up to date but doing so would not materially affect the outcomes that we already had from the existing plan.
- Work would be required to the plan and there would be significant benefits in carrying out the work now.



List of actions

25/PC/82.2		
25/PC/78.1	➤ Clerk to arrange a meeting to clarify with members of the committee what would be required from a monitoring officer	Clerk
	➤ Clerk to arrange meeting with BCllr Conway and Nick Irvine from WBC, and the ALIGN working party	Clerk
25/PC/103.4	Clerk to follow up on progress of the path from Lailey Path to Shinfield Infant and Nursery School with WBC	Clerk
25/PC/109.2	➤ Members of the Committee to look at the planning application 252498 and submit comments to the Clerk	All members of the committee
	➤ Clerk to contact ET Planning and MOTION to check their availability to assist with a response to PA252498	Clerk
	➤ Clerk to add PA252498 to the agenda of the next meeting	Clerk
25/PC/112.1	Clerk to follow up outstanding traffic issues with BCllr Betteridge	Clerk
25/PC/112.3	Cllr Boyer to pass the SIDs equipment to the Facilities Manager with instructions	Cllr Boyer
25/PC/113.1	Clerk to contact ONH with a request to review the existing SPC Neighbourhood Plan	Clerk
25/PC/113.2	Clerk to apply for Assets of Community Value for the Manor Ground Pavilion and land; High Copse Pavilion and land adjacent to Alder Grove School	Clerk


03/12/25