

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 18th March 2026
At School Green Centre commencing at 19:30

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

Attending: B Winton (Clerk)

One member of the public

26/PC/23 Public Questions

23.1 There were no public questions

26/PC/24 Apologies and declarations of Members' Interest

24.1 Receive and consider approval of apologies for absence

Apologies had been received from Cllrs Hoyle & Jahromi and the Deputy Clerk

24.2 Declarations of Interests

There were no declarations of members' pecuniary interests.
There were no declarations of related person interest in respect of the agenda.

26/PC/25 Minutes of the Previous Meeting

25.1 The minutes of the Planning and Highways Committee held on 11th February 2026 were approved and signed as such by Cllr Peer.

Proposed: Cllr Boyer
Seconded: Cllr James
Approved: Unanimously

8/04/26


25.2 Actions and Matters Arising from the meeting held on 11th February 2025

26/PC/12.1 Clerk to invite the member of public to join the Traffic Working Party

This had been done. The meeting was arranged for 25th March at 4.00pm.

26/PC/14.2

26/PC/7.1 Clerk to follow up dates for a meeting with BCLr Betteridge to discuss outstanding highways and footpath issues

See minute 12.1 above.

26/PC/15.3 ➤ Clerk to circulate the draft report from ET Planning, once received, to members of the committee

This had been done and was on the agenda – minute 26.2

➤ Clerk to send the final report to Nigel Frankland, University of Reading (UoR)

This will be done.

➤ Clerk to arrange for the response to be published in the Shinfield Parish Council (SPC) electronic newsletter

This Clerk will arrange promotion of the council's submission in response to the Loddon Garden Village planning application 252498.

ACTION – Clerk to arrange promotion of the council's submission in response to the Loddon Garden Village planning application 252498

➤ Deputy Clerk to add the draft response to the Loddon Garden Village planning application to the agenda of the next Planning and Highways Committee meeting

This was on the agenda – minute 26.2

➤ Deputy Clerk to add to the agenda of Full Council meeting to be held in March

It was agreed that this did not require a specific agenda item at Full Council. All members were sent the draft response on Monday and made aware that it will be discussed at this meeting.

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.

This had been done.



26/PC/17.1 Clerk to share the link to the Planning Applications and Enforcement Investigations Dashboard to members of the Committee

This had been done.

26/PC/18.1 Clerk to investigate options and costs for installing CCTV on footpath 12

This was on the agenda – minute 29.1

26/PC/18.3 WBC consultation on bus services

- Clerk to obtain more detailed information relating to the request for a contribution towards funding

The Clerk would arrange a Teams meeting with Rebecca Brooks including Cllrs Boyer and Peer

ACTION – Clerk to arrange a Teams meeting with Rebecca Brooks including Cllrs Boyer and Peer to discuss potential improvements to bus services

- Clerk to add bus services to the agenda of the Finance and General Purposes Committee

This had been done, then referred to Full Council and finally back to Planning & Highways

- Clerk to arrange for awareness with residents by publishing in the newsletter and on social media encouraging responses to the consultation

This had been done.

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

The issue of signage of the cycleway from Spencers Wood via Lidl to Church Lane will be raised at the meeting with BCllr Betteridge.

26/PC/18.5 Clerk to request WBC to install an additional streetlight on Cutbush Lane

The Clerk advised that WBC were considering the possibility of additional street lighting in this area.

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

This was on the agenda - minute 30.2

26/PC/26

Schedule of Deposited Plans

26.1 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.

26.2 Planning Application 252498 – Loddon Garden Village

Members had received the initial draft response last week and submitted comments. This had resulted in a revised version which was circulated to all members of council on Monday 16th March. Active travel considerations in the response should be linked to the safer streets initiative launched by WBC and covered at minute 29.3.

After discussion, members agreed to submit the revised version to WBC prior to the extended deadline for submission of 20th March 2026.

Proposed: Cllr Boyer
Seconded: Cllr Peer
Approved: Unanimously

The Clerk advised that the total consultancy costs were below the anticipated budget by approximately £5,000

ACTION – Clerk to arrange the submission of the council's response to Planning Application 252498 to Wokingham Borough Council

ACTION – Clerk to share the submission with Clerks of adjoining parishes and towns and the University of Reading as a courtesy

26.3 Planning Application 242484 – Land to North of Arborfield Road – 191 dwellings and Planning Application 252138 – Land East and West of Hyde End Road – 183 dwellings

Members NOTED that both applications had been approved by Wokingham Borough Council (WBC) at their Planning meeting on 11th March 2026

26.4 Planning Application 250517 – Land off Basingstoke Road to the South and West of Spencers Wood

Members NOTED that a second submission on this had been submitted before the closing date of 17th March 2026.

26/PC/27

Appeals

27.1 Planning inspectorate appeals relating to Shinfield Parish

There had been no new cases in February.

26/PC/28

Enforcement Notices

28.1 Closed Enforcements tables for February 2026

This month there were

- 2 cases deemed no breach
- 4 cases had applications submitted
- 1 case – other
- 1 case - TBC

Members **NOTED** the Closed Enforcement Tables

28.2 Outstanding Enforcements tables for end February 2026

It was noted that there were now 9 live enforcement notices for Bismillah House

- Storage of vehicles and containers – investigation ongoing
- Construction of extended area of hard standing – investigation ongoing
- Tree works application 223088 replanting not undertaken – investigation on going
- Unauthorised workshop
- Refusal of 252320

NEW for this month

- TPO removal to facilitate hard standing at the rear
- Unauthorised siting of portakabins
- Erection of annexe
- Unauthorised fencing

7 new cases in addition to those outlined above.

Members **NOTED** the outstanding Enforcement tables

26/PC/29

Highways, Street Lighting and Footpath Matters

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

Footpath 12

Cllr Masseron advised that Vistry were proceeding with the development of 7 houses meaning that they would also be responsible for an element of the path. Discussions were ongoing with WBC. At the previous meeting the Clerk had been tasked with identifying potential solar powered CCTV cameras for this area. The Clerk had identified a potential option, and it was agreed that he use his designated authority to acquire a single unit to test at Ryeish Green Pavilion where there was a recurring ASB issue.

ACTION – Clerk to acquire a single unit of the solar powered CCTV camera for testing at Ryeish Green Pavilion

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

The Clerk reported an update from the WBC officer working on this case. Listed building consent had been approved, and WBC were still awaiting the remaining two permissions although there had only been comments in support of each.

29.3 Putting People First on our Streets – Safer Speed Limits Progress

Members considered the Safer Speed limits initiative launched by WBC. The Clerk reported on a Teams meeting arranged by WBC for town and parish clerks which had been very positive. WBC set out the criteria for assessing Expressions of Interest and were initially looking for options based on “lines and signs” changes.

The initiative would also extend to rural roads as well as areas suitable for 20mph limits.

It was agreed that SPC would persist with the remaining speed reductions identified some years ago by the Traffic Working Party and also submit Expressions of Interest for specific housing developments following the meeting scheduled for 24th March.

Further changes could be put forward in future years.

ACTION – Clerk to submit Expressions of Interest for the Safer Speed Limits programme

29.4 Bus improvements

There was nothing further to discuss at this point in time.

29.5 Other Highways, Street Lighting and Footpath Matters

The Clerk advised that WBC had received objections in the statutory consultation for the proposed reduction in speed limit in Grazeley. The timescales were such that this meant it could not be considered for an Individual Executive Members Decision (IEMD) until after the May WBC elections.

16/PC/30

Renewal of Neighbourhood Development Plan (SPNDP)

30.1 A verbal update from the Neighbourhood Plan Renewal Working Party.

There was no update to provide since the last meeting. The consultant had been in touch to confirm her attendance at the meeting on the 26th March.

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

These had now been submitted to Wokingham Borough Council.

ACTION - Clerk to report back to committee when a decision had been made on the Assets of Community Value submissions

26/PC/31

Monitoring Officer

- 31.1 The proposal for a developer paid Monitoring Officer working on behalf of the town and parish councils to represent their interests in future discussions on Reserved Matters for Loddon Garden Village had been included with the council's submission.

26/PC/32

Correspondence

- 32.1 Public consultation for a Proposed solar farm on land adjoining Fullers Lane, Grazeley, Reading, RG7 1LR on 11th March

Members NOTED the information relating to the public consultation

- 32.2 Invitation to Hatch Farm Lane / Loddon Garden Village workshop

Members NOTED the Invitation to Hatch Farm Lane / Loddon Garden Village workshop

25/PC/33

Date of the next meeting

- 33.1 The date of the next meeting will be Wednesday, 8th April 2026

The meeting ended at 20.20

List of actions

Reference	Action	Responsibility
15.3	Clerk to arrange promotion of the council's submission in response to the Loddon Garden Village planning application 252498	Clerk
18.3	Clerk to arrange a Teams meeting with Rebecca Brooks including Cllrs Boyer and Peer to discuss potential improvements to bus services	Clerk
26.2	Clerk to arrange the submission of the council's response to Planning Application 252498 to Wokingham Borough Council	Clerk
26.2	Clerk to share the submission with Clerks of adjoining parishes and towns and the University of Reading as a courtesy	Clerk
29.1	Clerk to acquire a single unit of the solar powered CCTV camera for testing at Ryeish Green Pavilion	Clerk
29.3	Clerk to submit Expressions of Interest for the Safer Speed Limits programme	Clerk
30.2	Clerk to report back to committee when a decision had been made on the Assets of Community Value submissions	Clerk