

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 15th January 2025
At School Green Centre commencing at 19:30

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

Attending: B Winton (Chief Executive and Clerk)
S Herring (Deputy Clerk)

2 members of the public

25/PC/1 Public Questions

1.1 There were no public questions.

25/PC/2 Apologies and declarations of Members' Interest

2.1 Apologies had been received from Cllrs Fernandes, Jahromi and Peer.

Cllr Boyer chaired the meeting in Cllr Peer's absence.

2.2 There were no declarations of members' interests

25/PC/3 Minutes of the Previous Meeting

3.1 The minutes of the committee meeting of 4th December 2024 were approved signed as such by Cllr Boyer.

Proposed: Cllr James
Seconded: Cllr Grimes
Approved: Unanimously

3.2 Actions and Matters Arising from the meeting held on 6th November 2024

24/PC/94 & 85.2 Clerk to chase WBC for a response to the question "when did Woodcock Lane cease being a bridle way and to request that motor vehicles are restricted"

ACTION - Cllr Hoyle offered to investigate

Draft minutes



12/02/25

- 24/PC/112.1** Clerk to send a diary entry to members of the Shinfield Parish Neighbourhood Plan Working Party

This had been done with the date set as 30th January 2025.

- 24/PC/112.2** Clerk to apply to register the three areas identified as 'Assets of Community Value'

This was on the agenda – see minute 25/PC/10.2

- 24/PC/112.3** Clerk to request a fee enquiry for a feasibility study for the proposed 'Spencers Wood Village Centre'

The Clerk had requested an indication of costs for such a feasibility study.

ACTION - Clerk to report to committee when the outline cost for a Spencers Wood village centre feasibility study was available.

- 24/PC/118.3** Clerk to respond to WBC regarding the concerns raised by Sport England

The responses to the Millworth Lane planning application were discussed at length at the Facilities Committee. A proposal would be put forward to Full Council to modify the plans and revisit the overall business plan.

- 24/PC/121.1** Clerk to contact MOTION for advice regarding the streetlighting on B roads in the parish

The Clerk had written to MOTION but had not yet received a response.

ACTION - Clerk to contact MOTION for advice regarding the streetlighting on B roads in the parish

- 24/PC/124.2** Clerk to check the details of the tree work planned for Church Lane to ensure that trees were not being removed

The work is confirmed for 10th February and requires 3-way traffic lights while the work takes place. Two trees are to be felled due to them being either dead or heavily diseased.

- 24/PC/124.3** Clerk to check whether the developers were proposing to erect a fence to protect the Arborfield Road allotments

The developer had advised that they would put in place a temporary fence.



25/PC/4

Meeting Schedule for 2025/26

- 4.1 Following the Full Council meeting held on 18th December 2024 it was agreed that each committee consider the number and frequency of meetings required for 2025/2026.

The committee **AGREED** that meetings should continue be held monthly except that there would be no scheduled meeting in August. It was noted that further meetings could be arranged as required.

Proposed: Cllr James
Seconded: Cllr Masseron
Agreed: Unanimously

ACTION – Clerk to add to the agenda of the next Full Council meeting

25/PC/5

Schedule of Deposited Plans

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

- 5.2 Planning application 241964 – 2 Grovelands Road

Cllr Boyer declared that he lived on Grovelands Road.

A neighbour to the proposed property had written to the parish council asking them to reconsider their response to the planning application as they felt that this would severely affect shading over his property consequently affecting the effectiveness of his solar panels.

ACTION – Clerk to resubmit a response to Planning Application 241964 to request that the proposed extension complies with WBC policy on sustainability by ensuring it does not cast a shadow over the neighbouring property.

- 5.3 Planning Application 241861 – Spencers Wood Primary School

The committee recognised that there was insufficient schooling provision for children in the parish but did not wish to withdraw their initial response despite Wokingham Borough Council's subsequent comments. The committee felt the proposals for the school were inadequate for a number of reasons.

ACTION – Clerk to respond to Planning Application 241861 to state that Shinfield Parsh Council (SPC) stood by their initial response and to request that they have an opportunity to speak at the relevant planning meeting.



5.4 Planning Application 243188 – Hall Farm / Loddon Valley SDL

Members recognised that this was a scoping of the environmental impact assessment report (EIA), however, they expressed concerns over the potential for upstream flooding, inadequate utility supplies particularly sewerage and drainage, and traffic problems. Impacts should also be considered for every stage of the development.

ACTION – Clerk to respond to Planning Application 243188 to state the concerns over upstream flooding, inadequate utility supplies particularly sewerage and drainage, and traffic problems and to request that, throughout the development phase to completion, a regular detailed report is given.

5.5 Planning Application 243135 – Bismillah House, Brookers Hill, RG2 9BX

Members expressed concern at the over large size of the proposed building that was intended as motorhome parking and a leisure room. This appeared to be very large for the intended use. Members felt that a comment should be made on the planning portal to this effect.

ACTION – Clerk to respond to Planning Application 243135 to state that SPC had concerns about the size of the proposed building for the stated use and request that a condition be added to restrict future business use of the building.

25/PC/6

Appeals

It was **NOTED** that there were two new appeals.

6.1 Planning Application 242085 (95 Hyde End Lane)

Members **NOTED** the appeal.

6.2 Planning Application 233038 (Land east of Hayes Drive and north of Church Lane)

A resident had expressed concerns with regards to this planning application and sought support from SPC. Members felt that the response previously submitted by the parish council, written with the support of ET Planning, still stood and would be presented to the inspectorate.

ACTION – Clerk to respond to the resident to inform him that the comments made by SPC would be available to the inspectorate and they didn't feel they could enhance this further.

25/PC/7

Enforcement Notices

7.1 Closed Enforcement Notices

This month there had been four items reported as being "No breach" and one item as being "voluntary compliance". Three items had now had an application submitted.



Members **NOTED** the report

7.2 Live Enforcement Notices

There was one new item added - Land Between Cutbush Lane, Arborfield Road and Shinfield Road, Lane End Farmhouse.

Members **NOTED** the report

25/PC/8

Highways, Street Lighting and Footpath Matters

8.1 Footpath matters

Cllr Masseron had submitted a written report and highlighted the following points:-

- Footpath 4, adjacent cycleway – this was severely flooded. The University of Reading (UoR) had been informed and had agreed to look at the levels and rectify the problem.
- Footpath 12 had been cleared by the Shinfield Volunteers. This was being used more frequently as a route from the bus stop on Hollow Lane to Lidl. This may be a future project to consider for upgrading.

Cllr Boyer thanked the Shinfield Volunteers for their work on the footpaths.

It was recognised that Lidl had installed a fence along the side of Footpath 12 to the north of the building following concerns of safety at the edge of the path.

8.2 Traffic Working Party

The Clerk reported that he was setting up a meeting with WBC to progress the issues raised by SPC. He had also chased the Highways Office to request a timescale for highways matters, in particular the reduction of speed limit on Hollow Lane to 30mph.

8.3 Lailey Path / Hyde End Road footpath

BCllr Glover had received an update from WBC on the progression of the proposed footpath. The solution proposed was to remove the railing/wall and create a path but this would take time for the wall removal application that was going to be lengthy and costly. It was unlikely that a decision would be reached before August 2025. They were also waiting for the school to confirm that they continued to support this approach.

25/PC/9

Wokingham Borough Council's Local Plan Update (LPU)

9.1 There was no further update.

25/PC/10

Renewal of Neighbourhood Development Plan

10.1 Neighbourhood Development Plan Project Group

The next meeting is scheduled for 30th January 2025

10.2 Assets of Community Value (ACV)

This had not yet been done. SPC were yet to receive a formal response to their initial ACV application, and this had been chased.

ACTION - Clerk to apply to register the three areas identified as 'Assets of Community Value'

10.3 Spencers Wood Village Centre

This was discussed under matters arising 25/PC/3.2 (24/PC/112.3)

25/PC/11

Correspondence

11.1 52 Oatlands Road

Neighbours either side of the property were experiencing problems with building work being carried out at this property. WBC enforcement, BCIr Gray, Police and ASB teams had been involved. SPC had been supportive to the neighbours and suggested that they could try and broker a meeting with the owner but they were not optimistic of any success. As the design of the building had significantly changed from the approved plans this was a matter for WBC Enforcement. SPC would watch for any applications submitted.

11.2 Planning Application 233038, Appeal: APP/X0360/W/24/3354608 – Land East of Hayes Drive North of Three Mile Cross

This had been discussed under Planning Inspectorate matters – see minute 25/PC/6.2.

11.3 Public consultation – Land East and West of Hyde End Road

There is a public webinar being held on 16th January.

11.4 Public consultation – Redevelopment of Shinfield Park

A public webinar had been held prior to this meeting and had been attended by Cllrs Lias and James. Cllr Lias had shared the responses to his questions tabled in advance.

Cllr Grimes and the Clerk had met with developers the previous day where a number of points were raised, including

1. Will they install solar panels or just leave it as a leaseholder option
2. Will they contribute to the bus route 3 to enter the site on some journeys to minimise car traffic as the nearest bus stop was 500m?



3. Will they fund improvements for cycling to Shinfield Rise
4. How will workers get food – driving to Shinfield Rise, Asda etc or on-site mobile catering van
5. Will there be enough onsite parking in designated spaces
6. Will they provide EV charging for HGVs
7. Would they allow Shinfield Players to use the northern car park in the evenings

11.5 Spencers Wood Nursery

It had been brought to the attention of the council that the car park at the rear of the site had been changed to a children's play area, creating parking problems on the Basingstoke Road and Spring Gardens. Members believed that this change of use would require approval.

Cllr Hoyle reported that BCllr Glover was also aware of the situation and he would ask if she had raised this with WBC Enforcement.

ACTION – Cllr Hoyle to check if this issue had been raised with WBC Enforcement and to report back to the committee

25/PC/12

Date of the next meeting

- 12.1 The date of the next meeting will be Wednesday, 12th February 2025

The meeting ended at 21:26



List of Actions

25/PC/3

24/PC/94 & 85.2	Cllr Hoyle offered to investigate "when did Woodcock Lane cease being a bridle way and to request that motor vehicles are restricted	Cllr Hoyle
24/PC/112.3	Clerk to report to committee when the outline costs for a Spencers Wood village centre feasibility study was available	Clerk
24/PC/121.1	Clerk to contact MOTION for advice regarding the streetlighting on B roads in the parish	Clerk
25/PC/4.1	Clerk to add to the agenda of the next Full Council meeting the meeting schedule of the Planning and Highways Committee	Clerk
25/PC/5.2	Clerk to resubmit a response to Planning Application 241964 to request that the proposed extension complies with WBC policy on sustainability by ensuring it does not cast a shadow over the neighbouring property.	Clerk
25/PC/5.3	Clerk to respond to Planning Application 241861 to state that Shinfield Parish Council (SPC) stood by their initial response and to request that they have an opportunity to speak at the relevant planning meeting.	Clerk
25/PC/5.4	Clerk to respond to Planning Application 243188 to state the concerns over upstream flooding, inadequate utility supplies particularly sewerage and drainage, and traffic problems and to request that, throughout the development phase to completion, a regular detailed report is given.	Clerk
25/PC/5.5	Clerk to respond to Planning Application 243135 to state that SPC had concerns about the size of the proposed building for the stated use and request that a condition be added to restrict future business use of the building.	Clerk
25/PC/6.2	Clerk to respond to the resident to inform him that the comments made by SPC on Planning Application 233038 would be available to the inspectorate and they didn't feel they could enhance this further.	Clerk
25/PC/10.2	Clerk to apply to register the three areas identified as 'Assets of Community Value'.	Clerk
25/PC/11.5	Cllr Hoyle to check if this issue had been raised with WBC Enforcement and to report back to the committee	Cllr Hoyle

12/02/23

