

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 9th August 2023
At School Green Centre commencing at 19.30

Present: Cllrs Boyer, Grimes, James, Lias, Masseron, Peer (Chair) & Tatla

Attending: S Herring (Deputy Clerk)

One member of the public

23/PC/81 Public Questions

81.1 There were no public questions

23/PC/82 Apologies and declarations of Members' Interest

82.1 Apologies for absence were received from Cllr Jahromi
and B Winton (Clerk)

82.2 There were no declarations of members' interests.

23/PC/83 Minutes of the Previous Meeting

83.1 The minutes of the committee meeting of 12th July 2023 were approved
and signed as such by Cllr Peer

Proposed: Cllr Lias
Seconded: Cllr Tatla
Approved: Unanimously

83.2 Actions and Matters Arising

23/PC/71.2 Clerk to send a copy of the Infrastructure Funding Statements and
23/PC/58/2 Medium Term Financial Plans to members

This had been done

23/PC/71.2 Assessment of streetlamps to be carried forward to the next meeting
23/PC/39.2

The Clerk was still working on this

ACTION – To be carried forwards to the next meeting

- 23/PC/71.2 Clerk to investigate the builder's rubble that had been deposited on the
23/PC/53.2 cycleway near the M4 to be carried forward to the next meeting

ACTION – To be carried forwards to the next meeting

- 23/PC/72.1 Clerk to respond to WBC regarding PA 231405
(Householder application for the proposed erection of a single storey rear extension, raising of the roof to create first floor habitable accommodation, plus the erection of a balcony)

This had been done

- 23/PC/72.2 Clerk to circulate draft opposition on the issues discussed regarding PA231437 (Carney's Yard Church Lane Three Mile Cross RG7 1HB) to members

This had been done

- 23/PC/72.2 Clerk to submit the objection on PA 231437 (Carney's Yard Church Lane Three Mile Cross RG7 1HB) to WBC

This had been done. AWE had acknowledged the application and will be submitting a comment.

- 23/PC/72.2 Clerk to write to AWE to ensure they are aware of the situation and check they are employing contractors within all relevant legislation

This had been done but to date no response had been received.

- 23/PC/74.1 Clerk to ask WBC to explain the 'Other' comment that appears on the list of the Closed Enforcement Notices

Still awaiting a response

ACTION – Deputy Clerk to add to agenda for next meeting

- 3/PC/75.1 Cllr Masseron to raise the issue of crossing the Arborfield Road at the next Footpath & Cycleways meeting

Cllr Masseron reported that a meeting of the Footpath and Cycleways had not taken place since the last meeting. It was suggested that the University of Reading (UoR) be contacted to see if they had any plans for a crossing at this point.

ACTION –

- Cllr Masseron to make an initial contact with Nigel Frankland (UoR) to see if a crossing was planned
- Cllr Masseron to discuss with the Clerk and WBC

- 23/PC/75.1 Clerk to request that Nigel Frankland, UoR, create a gap in the fence at the Arborfield Road end of the path where the new footpath runs through to Millworth Lane or ask him to put up a sign at the Millworth Lane end to inform users that there was no exit at the end of the path

The Clerk had contacted Nigel Frankland, UoR and subsequently followed up, however, there was no further information available.

ACTION – Item to be carried forward to the next meeting

- 23/PC/77.1 Clerk to add to the agenda for Full Council the Spencers Wood Solar Farm Community Fund draft deed

This had been done, but not discussed due to time issues. This will be added to the agenda of the Full Council meeting on 23rd August.

ACTION – Deputy Clerk to add to the agenda

- 23/PC/78.1 Clerk to promote the NBN website to local residents and schools to encourage them to record any findings

This will be published in the next newsletter

- 23/PC/79.1 Clerk to request that the Highways Department, WBC, continues to assess the impact on residents on the opposite side of the road to the yellow lines and ensure that enforcement is in place.

ACTION – To be carried forwards to the next meeting

- 23/PC/79.1 Clerk to seek rates from WBC for enforcement if the parish decided to pay for its own enforcement

To be done.

ACTION – Clerk to investigate the cost of enforcement

- 23/PC/79.2 Clerk to write to WBC regarding the potential enhanced traffic levels after the opening of Beke Avenue that crossed an extensively used footpath and request a meeting with Cllr Grimes and the Clerk

This was on the agenda

- 23/PC/79.2 Clerk to share the slides from the WBC meeting with members, once received

ACTION – Clerk to report to the next meeting

- 23/PC/79.3 Clerk to contact WBC and request for offset gates to be installed at the point where the path connects Skylark Way and Parker Close

ACTION – Clerk to report to the next meeting

23/PC/84**Schedule of Deposited Plans**

- 84.1 None had been received

23/PC/85**Appeals**

- 85.1 The Deputy Clerk advised that there had been one change to the previous report.

23/PC/86**Enforcement Notices**

- 86.1 Closed Enforcement Notices
- Members noted the contents of the report
- 86.2 Live Enforcement Notices
- Members noted the contents of the report

23/PC/87**Highways, Street Lighting and Footpath Matters**

- 87.1 Footpath matters
- CLlr Masseron had circulated a detailed report and highlighted the following:-
- Shinfield Volunteers and Ramblers had been busy cutting back foliage making the paths more accessible.
 - Footpath 35 - WBC do a surface cut in the spring and a side cut in the autumn which is not enough to keep the paths accessible.
 - Footpath 30 and 32A are now clear as the landowner had harvested the crops that were blocking the path. Shinfield Volunteers will chase in December and March to try and stop this recurring next year.
 - Footpath 18 - Fence was removed with the permission of the owner.
 - Footpath 11 - the invoice from the UoR had been issued and paid.
 - Footpath 22a – accessibility was bad. Land owner should be informed that the stile doesn't meet the required standards and they should consider remedial work. WBC to be asked to check safety issues and put up direction signs as it is not clear which direction the footpath goes at the end of Sussex Lane. Land owner needs to be contacted and informed that they would be liable if there was an accident.

- Ramblers have been appraised for the work they have done on Hollow Lane – Leyland Gardens

ACTION –

- Clerk to meet with Cllr Masseron and Shinfield Volunteers representative to discuss a way forward for footpath 22a with WBC and the land owner
- Clerk to request WBC install direction signage on footpath 22a

87.2 Presentation by the Council's volunteer liaison

The Council's Volunteer liaison representative gave a presentation, that had been previously circulated, regarding the following:-

- Walks leaflets – of the six original leaflets sponsored by Shinfield Parish Council (SPC), one had been updated and checked by a walker from the Ramblers. The text and artwork was ready to be printed. Leaflets 1 and 2 were held up due to building work.
- QR codes to be added to the leaflets.
- Large map displayed on boards around the Parish is now out of date due to the number of new developments, however, all the UoR footpaths are not yet completed and need to be added to the map. This should be ready by January / February 2024. SPC need to decide if this should be updated and reprinted.
- Volunteers have recruited three new members.
- Paths have required more attention due to unpredictable growth that potentially leads to path deterioration.
- Ramblers do a lot of the work and problem management reacting to circumstances once they arise.
- Reporting of any footpath issues and work completed should be published in the SPC Newsletter. SPC act as an intermediary only.

Members felt that the wording 'SANG' needed to be changed to either 'park' or 'meadow' or similar wording relevant to the area. UoR have been discussing changing the boards and this should be discussed with SPC and WBC.

ACTION –

- Deputy Clerk to liaise with the Volunteer liaison representation regarding printing of the leaflets
- Deputy Clerk to arrange for QR codes to be created so they can be added to the leaflets
- SPC Volunteer liaison representative to bring an updated 'parish' map to the committee once completed
- SPC to maintain a register of issues relating to footpaths

87.3 Ramblers proposal for footpath 18

The Council's Volunteer liaison representative set out a proposal from the Ramblers to complete Footpath 18. This would require the resurfacing of the last 100m. SPC Volunteers were prepared to project manage this and had obtained good rates from local contractors who were keen to help. Help would be needed with heavy lifting, laying weed control membrane, lay road plantings to 100mm depth. The Ramblers were willing to contribute to the costs. The estimated cost would be £1314 (including VAT) with the Ramblers contributing £250.

Members agreed that this project could be funded from the committee's budget and other future projects of this nature would be considered if a formal proposal was submitted. All contractors must have the relevant up to date insurances and submit invoices to SPC.

Proposed: Cllr Lias

Seconded: Cllr Tatla

Approved : Unanimously

23/PC/88

Correspondence

88.1 Finchampstead Parish Neighbourhood Plan

Members noted the Finchampstead Parish Neighbourhood Plan

88.2 Consultations on the submitted neighbourhood plans for Cold Ash and Hermitage (Regulation 16)

Members noted the neighbourhood plans for Cold Ash and Hermitage.

88.3 Facebook positing regarding Hall Farm

Members noted the posting but were unable to make any comments until the planning application had been submitted.

88.4 Moving Traffic Offences application

Members noted the WBC news release regarding 'moving traffic offences application approved by the Department for Transport'

ACTION – To bring this application to the attention of the Traffic Working Party when discussing the bus gate

88.5 Berkshire Local nature Recovery Strategy (LNRS)

Members noted the information regarding the LNRS

88.6 Natural History Museum – Thames Valley Science Park (TVSP)

The Natural History Museum are preparing a planning application for the construction of a new collection, digitisation and research centre on the TVSP. Public consultation will be held on Thursday 14th September from 3-8pm at the Gateway Building, TVSP.

The Natural History Museum would like to offer a private presentation of the proposals from their architects prior to the Planning and Highways Committee meeting on 13th September giving SPC the opportunity to review the proposals before the public exhibition the following day.

ACTION – Deputy Clerk to accept the invitation and invite them the meeting at 19:00 on 13th September

23/PC/89

Date of the next meeting

89.1 The date of the next meeting will be on Wednesday, 13th September 2023

The meeting ended at 20:58

List of Actions

23/PC/83.2 23/PC/71.2	Assessment of streetlamps to be carried forward to the next meeting	Clerk
23/PC/83.2 23/PC/71.2	Clerk to investigate the builder's rubble that had been deposited on the cycleway near the M4 to be carried forward to the next meeting	Clerk
23/PC/83.2 23/PC/74.1	Clerk to ask WBC to explain the 'Other' comment that appears on the list of Closed Enforcement Notices	Deputy Clerk
23/PC/83.2 23/PC/75.1	Cllr Masseron to make an initial contact with Nigel Frankland (UoR) to see if a crossing was planned on the Arborfield Road	Cllr Masseron
23/PC/83.2 23/PC/75.1	Cllr Masseron to discuss a potential crossing on the Arborfield Road with the Clerk and WBC	Cllr Masseron & Clerk
23/PC/83.2 23/PC/75.1	Clerk to follow up with Nigel Frankland, UoR regarding creating a gap in the fence at the Arborfield Road end of the new footpath that runs to Millworth Lane or to display a sign at the Millworth Lane end to inform users that there was no exit at the end of the path	Clerk
23/PC/83.2 23/PC/77.1	Deputy Clerk to add to the agenda of the Full Council meeting on 23 rd August the Spencers Wood Solar Farm Community Fund draft deed	Deputy Clerk
23/PC/83.2 23/PC/79.1	Clerk to request that the Highways Department, WBC, continues to assess the impact on residents on the opposite side of the road to the yellow lines and ensure that enforcement is in place	Clerk
23/PC/83.2 23/PPC/79.1	Clerk to investigate the cost of enforcement with WBC (as in the item above)	Clerk
23/PC/83.2 23/PC/79.2	Clerk to share slides from the WBC meeting with members once received	Clerk
23/PC/83.2 23/PC/79.3	Clerk to contact WBC and request for offset gates to be installed at the point where the path connects Skylark Way and Parker Close	Clerk
23/PC/87.1	Clerk to meet with Cllr Masseron and the Shinfield Volunteers Liaison Representative to discuss a way forward for footpath 22a with WBC and the land owner	Clerk
23/PC/87.1	Clerk to request WBC install direction signage on footpath 22a	Clerk
23/PC/87.2	Deputy Clerk to liaise with the Volunteer liaison representative regarding the printing of the walk leaflets	Deputy Clerk

23/PC/87.2	Deputy Clerk to arrange for QR codes to be created so they can be added to the leaflets	Deputy Clerk
23/PC/87.2	SPC Volunteer liaison representative to bring an updated 'parish' map to the committee once this had been completed	SPC Volunteer liaison representative
23/PC/87.2	SPC to maintain a register of issues relating to footpaths	Clerk
23/PC/88.4	Moving Traffic Offences application approved by the Department for Transport to be brought to the attention of the Traffic Working Party when discussing the bus gate	Clerk
23/PC/88.6	Deputy Clerk to accept the invitation on behalf of the Committee and invite the Natural History Museum – Thames Valley Science Park to the meeting of the committee on 13 th September	Deputy Clerk