

|                      |  |
|----------------------|--|
| Minutes approved on: |  |
|----------------------|--|



Clerk: Mrs S E Roberts  
Shinfield Parish Hall  
School Green  
Shinfield  
Reading  
RG2 9EH  
Tel: (0118) 988 8220  
E-mail: clerk@shinfieldparish.gov.uk  
www.shinfieldparish.gov.uk

## **DRAFT**

# **Minutes of a meeting of the Planning and Highways Committee held on Monday 20 November 2017 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.**

Present: Cllrs N Boyer, G Gray, A Grimes, P Hughes, L James, D Lias, D Peer, J Reid.

Attending: K Hughes (Deputy Clerk)

17/PH/63 **Public questions**

There were none

17/PH/64 **Co-option of Cllr James and Cllr Reid**

It was proposed, and members **RESOLVED** unanimously to co-opt Cllrs James and Reid to the committee.

17/PH/65 **Apologies and declarations of members' interests**

65.1 Apologies were received and accepted from Cllr Emmet.

65.2 There were no declarations of members' interests.

17/PH/66 **Minutes of the previous meeting**

66.1 It was **RESOLVED** that the minutes of the meeting of 30 October 2017 were a correct record of the meeting, and these were signed by Cllr Peer.

66.2 Matters arising:

66.2.1 Drainage inspection at Parklands

The Deputy Clerk reported that she had contacted WBC on this matter, but no response has been received. The Deputy Clerk was asked to follow up on this matter.

66.2.2 Planning books

The Deputy Clerk noted that the two books had been ordered and received.

66.2.3 Parking enforcement

Members noted that no suggestions have been put forward

66.2.4 Footpath 10A

Members noted that this action item will be carried forward until there is a developer presence on site.

66.2.5 Working hours and delivery hours restrictions

Cllr Boyer noted that the planning restrictions that apply to larger developments don't appear to always be added to smaller developments of 1 or 2 houses, meaning that deliveries and work can be carried out at all hours of the day and on weekends. Members **RESOLVED** to request the following on smaller developments:

*"Shinfield Parish Council requests that standard working and deliver hours restrictions be included on the conditions for this applications"*

The Deputy Clerk reported on a complaint to Chris Howard at WBC of the lorries parking up prior to 8am around the Shinfield Meadows development. She reported that Chris has asked that lorries park up inside the site.

**Budget 2018/19**

Members RECOMMENDED the following budget items for 2018/19:

|      |                                |                |
|------|--------------------------------|----------------|
| 4520 | Street lighting installation   | £2,000         |
| 4521 | Energy and repairs             | £10,000        |
| 4060 | Printing and stationery        | £2,000         |
| 4529 | Footpath maintenance           | £5,000         |
| 4535 | Professional fees and training | 40,000         |
| 4536 | Speed Indicator Equipment      | £2,000         |
| NEW  | Planning engagement            | £10,000        |
|      | <b>TOTAL</b>                   | <b>£71,000</b> |

Members noted that money moved into earmarked reserves for the LED street lighting project may need to be included for 2018/19 if the work is not invoiced during this current financial year. The Deputy Clerk was asked to confirm with Wokingham Borough Council when the work is likely to be invoiced. Members noted that the project is scheduled to be completed by March 2018.

**Deposited plans:****173001**

Proposal

**2 Kendal Avenue, Shinfield, Berkshire, RG2 9AR**

Householder application for the proposed erection of a part two storey, part first floor side extension to the existing dwelling.

Planning Officer

Ade Balogun

Comments by

27 November 2017

Our comment

No comment

**173046**

Proposal

**Land north of Church Lane, Three Mile Cross**

Full application for the proposed erection of a 1.8m high green mesh fence and gates to existing field entrance, replacing existing Palisade fence.

Planning Officer

Chris Kempster

Comments by

06 December 2017

Our comment

No comment

**173141**

Proposal

**33 Appletree Lane, Spencers Wood, RG7 1EE**

Householder application for the conversion of existing garage to habitable accommodation including single storey front extension.

Planning Officer

Rasha Khoja

Comments by

24 November 2017

Our comment

No comment

**173142**

Proposal

**3 Sheepbridge Cottages, Basingstoke Road, Spencers Wood, RG7 1PS**

Householder application for the single storey rear extension to dwelling plus proposed dropped kerb

Planning Officer

Dariusz Kusyk

Comments by

24 November 2017

Our comment

No comment

**173152**

Proposal

**9 Ilbury Close, Shinfield, RG2 9DE**

Consultation from Harlequin Group & Open reach to install electronic communication apparatus at various locations throughout Spencers Wood.

Planning Officer

Ade Balogun

Comments by

Unknown

Our comment

No comment

**173166**

Proposal

**13 Salmond Road, Shinfield, RG2 8QN**

Householder application for the proposed erection of two storey side extension following the demolition and relocation of the existing garage plus single storey front extension to form porch.

Planning Officer

Stefan Fludger

Comments by

28 November 2017

Our comment

No comment

**173201**

Proposal

**79 Hilmanton, Earley, RG6 4HN**

Householder application for the proposed erection of a two side extension, conversion of existing loft to additional habitable accommodation, creation on new front entrance porch and internal alterations.

Planning Officer

Dariusz Kusyk

Comments by

12 December 2017

Our comment

This application will be deemed acceptable provided that the TPO'd oak tree is afforded suitable protection during the construction phase.

## 68.2 Planning decisions: Approvals

|                           |   |
|---------------------------|---|
| <b>172111</b><br>Proposal | <b>Land Adjacent Rose Cottage, Croft Road, Spencers Wood, RG2 9EX.</b><br>Application to vary condition 2 of planning consent 152163 for the erection of 4 detached dwellings to allow construction of a single garage to rear of plot 4. |
| Our comment               | No comment  |
| -----                     |   |
| <b>172548</b><br>Proposal | <b>27 Blackwater Close, Spencers Wood, RG7 1DT</b><br>Householder application for the proposed erection of a single storey side and rear extension to the existing dwelling.  |
| Our comment               | Shinfield Parish Council requests that the same colour bricks be used for the side extension, and suitable protection is provided to safeguard the trees around the site.   |
| -----                     |   |
| <b>172732</b><br>Proposal | <b>43 Oatlands Chase, Shinfield, RG2 9FY</b><br>Householder application for the proposed retention of the garage door and proposed additional parking to front  |
| Our comment               | No comment  |
| -----                     |   |
| <b>172738</b><br>Proposal | <b>41 Oatlands Chase, Shinfield, RG2 9FY</b><br>Householder application for the proposed partial conversion of use from car port to store, plus additional parking to front.  |
| Our comment               | No comment  |
| -----                     |   |
| <b>172860</b><br>Proposal | <b>Telephone Exchange, The Square, Spencers Wood, RG7 1BS</b><br>Full planning application for the proposed installation an aluminium weather louvre to both windows to match existing louvres.   |
| Our comment               | No comment  |
| -----                     |   |

### 17/PH/69 **Enforcement**

Members noted the reports on open and closed enforcement items which were circulated with the agenda papers.

### 17/PH/70 **Highways, Street lighting and footpath matters**

- 70.1 The Deputy Clerk reported receipt of notice of a temporary diversion for footpath 21, during development works.  
Members noted that the hedgerow along the front of the development site has been removed, and the Deputy Clerk was asked to follow up with the WBC Planning Officer on this matter.  
Cllr Grimes reported that the overhead power cables are being run underground, and that works are being carried out over a number of sections, with local homes being put onto generators whilst the work is being carried out, which can be very disruptive. Members asked the Deputy Clerk to raise this matter with the planning officer also.
- 70.2 The Deputy Clerk reported that the volunteer group had been out on Friday cutting back footpath 27 in Green Park. She reported that the volunteers had requested to purchase an additional head for the brush cutter, at a cost of approximately £25. This was approved.
- 70.3 The Deputy Clerk reported on a request to write to Wokingham Borough Council and request woodchip for footpath 20. Members **RESOLVED** to approve the request to contact WBC.
- 70.4 The Deputy Clerk reported that blue route signage for the new cycle routes have recently been put up in Three Mile Cross. The Deputy Clerk reported that following a complaint from a local resident, she has spoken to Taylor Wimpey and asked that the signs be covered up, until such times as the cycle route is available for public use.

Cllr P Hughes gave a verbal report on a meeting held at Shute End on Friday 18 November where the Local Plan Update was discussed.

### 17/PH/71 **Correspondence**

The following correspondence items were noted:

- 71.1 Housing policy letter from Barkham Parish Council.  
Cllr Peer reported that she and the Deputy Clerk had drafted a letter to the housing minister, the Rt Hon Sajid Javid, but that Cllr P Hughes felt that the letter should be more Shinfield centric. Members discussed the matter, and it was agreed that Cllr Grimes will draft a letter, and that members should suggest relevant local content to be included in the letter, to the Deputy Clerk or Cllr Peer.

- 71.2 A letter from Brackley Investments regarding the proposed dementia care home on Church Lane, Three Mile Cross. The Deputy Clerk was asked to circulate this to members.
- 71.3 A request from the Reading Gospel Hall Trust for support in requesting both pedestrian and vehicular access, plus access to additional parking, for their hall on Hollow Lane, as part of the village centre development. Following discussion, Cllr P Hughes agreed to respond to the request, and noted that it can be put to the developers when they present to the committee in January.
- 71.4 Cllr P Hughes reported that he has been in contact with B/Cllr John Halsall following his presentation to the council on 13 November 2017, and that he was looking for a contribution from the parishes to challenge the proposed process for future development within the parish, of around £10 per household. Members discussed the request but felt that further consultation with residents would be required for a spend of this magnitude, and asked that something be included within the January newsletter, seeking support for establishing a 'fighting fund' to challenge proposals for development felt inappropriate for our community. Members noted that online surveys could also be used to gauge local opinion. Members noted that the budget for 2018/19 already includes a sum of money for public engagement relating to planning matters.
- 71.5 Cllr Gray reported on a House of Commons Briefing Paper about speed limits in England. The Deputy Clerk was asked to circulate this electronically to members when received.
- 71.6 Cllr James spoke about the need to build relationships with the borough councillors in order to achieve positive results.

17/PH/72 **Date of next meeting**

The date of the next meeting was confirmed as Monday 18 December 2017

*The meeting ended at 21.55 hrs.*

**Action points:**

| Ref:   | Action:   | By whom:                               |
|--------|---|--|
| 66.2.1 | Follow up with WBC on Parklands drainage survey   | Deputy Clerk                           |
| 67     | Follow up with WBC regarding invoicing for the LED street lighting replacement works  | Deputy Clerk                           |
| 71.1   | Re-draft housing letter with more Shinfield centric information   | Deputy Clerk / Cllr Peer / Cllr Grimes |
| 71.2   | Circulate letter from Brackley Investments to members   | Deputy Clerk                           |
| 71.3   | Forward Reading Gospel Hall Trust request to the development Consortium   | Deputy Clerk / Cllr P Hughes           |
| 71.4   | Add item to the January newsletter about a fighting fund for challenging development proposals deemed inappropriate for our community | Deputy Clerk                           |
| 71.5   | Circulate House of Commons Briefing Paper on speed limits in England  | Deputy Clerk                           |

**For follow up:**

| Ref:     | Action:  | When?   | By whom:           |
|----------|--|---------|--------------------|
| 17/4.2.2 | Write to developer regarding footpath 10A once development commences | Unknown | Deputy Clerk / LVR |

**Planning stats:**

|   |    |
|---|----|
| Number of plans reviewed (Civic year to date) | 73 |
|---|----|