

Minutes approved on:	
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## **DRAFT**

### **Minutes of a meeting of the Planning and Highways Committee held on Thursday 24 May 2018 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.**

Present: Cllrs N Boyer, P Emment, G Gray, A Grimes, P Hughes, D Lias and D Peer.

Attending: K Hughes (Deputy Clerk), Mr and Mrs Hodgkinson (Residents)

18/PH/01 **Election of Chair and Vice-Chair for the committee**

This item was deferred to the next meeting, scheduled for 21 June 2018.

18/PH/02 **Public questions**

Mr and Mrs Hodgkinson spoke to members about the extent of development within the parish, and how Mr Hodgkinson, with specialist expertise in environmental matters, might be able to support the parish council planning committee.

*Mr and Mrs Hodgkinson left the meeting at 19:50 hrs*

18/PH/03 **Apologies and declarations of members' interests**

- 03.1 There were no apologies for absence.
- 03.2 There were no declarations of members' interests.

18/PH/04 **Minutes of the previous meeting**

- 04.1 It was proposed and **RESOLVED** that the minutes of the meeting of 03 May 2018 were a correct record of the meeting, and these were signed by Cllr Peer.
- 04.2 Matters arising:
  - 04.2.1 Langley Mead flooding

Cllr Peter Hughes reported that the issue of the flooding at Langley Mead was raised at a recent meeting with Nigel Frankland. He reported that the University of Reading do not intend to take any action regarding the flooding, as it was always anticipated. Cllr Grimes noted that there is a specific issue around one of the gates within the site.
  - 04.2.2 Street signage for Hyde End Road Closure

The Deputy Clerk reported that following a request for additional road closure signage, it was notified that the road would be re-opened under 2-way traffic lights from 26 May, so no further action on additional signage was taken.
  - 04.2.3 Street lighting

The Deputy Clerk confirmed that correspondence relating to street lighting maintenance has been circulated to members.
  - 04.2.4 Village Centre Proposals

The Deputy Clerk confirmed that a meeting with the Development Consortium to discuss the village centre is scheduled for Wednesday 6 June is proposed.
  - 04.2.5 Future plans for the committee

Following discussion, the following changes were proposed, and the Deputy Clerk was asked to add these to the committee Terms of Reference, for review at the 21 June 2018 meeting.

- A weekly report of new planning applications should be circulated to all councillors.
- Any proposal for new build development, of any number of homes, would be allocated to all members for review.
- Minor plans (extensions, conservatories etc.) would be allocated to a member for review and site visit.
- The committee name should be changed to 'The Planning Committee'

The Deputy Clerk was asked to liaise with the borough members regarding 'calling in' planning applications.

**18/PH/05 Enforcement update**

The Deputy Clerk reported that no new enforcement updates have been received from Wokingham Borough Council.

**18/PH/06 Highways, Street lighting and footpath matters**

- 06.1 Members discussed the LED street lighting and the Deputy Clerk was asked to confirm whether the lighting costs were reduced if the lights are on for less time.
- 06.2 The Deputy Clerk reported on the street naming for the B2 parcel of the West of Shinfield.
- 06.3 Cllr Hughes reported on the proposals for allotments north and south of footpath 16 (near Deardon Field).

**18/PH/07 Deposited plans:**

**181088 Timbrils, Oakside Way, Shinfield, RG2 9BJ**  
 Proposal Householder application for the proposed erection of part single, part two storey side extension plus first floor side extension to dwelling.  
 Planning Officer Charenjit Braich Comments by 31 May 2018  
 Comment No Comment

**181189 Cheriton, 4 Oatlands Road, Shinfield, RG2 9DW**  
 Proposal Householder application for the proposed erection of part single, part two storey rear extension to dwelling.  
 Planning Officer Dariusz Kusyk Comments by 12 June 2018  
 Comment No comment

**181201 Land west of Holder Close, south of Church Lane, East of Hyde End Lane, north of Parker Close, Shinfield**  
 Proposal Full planning application for the proposed realignment of allotment access.  
 Planning Officer Nuno Fernandes Comments by 12 June 2018  
 Comment No comment

**181273 3 Mitford Close, Earley, RG2 8JQ**  
 Proposal Householder application for the proposed erection of single storey side and rear extensions, plus replacement of flat roof over existing kitchen with pitched roof.  
 Planning Officer Senjuti Manna Comments by 1 June 2018  
 Comment No comment

**181283 Green Park Village, Longwater Avenue, Reading**  
 Proposal Consultation from Reading Borough Council for the following proposal: A planning application for a 2 form entry primary school, associated playing space, car parking, pedestrian and cycle routes, services & infrastructure, landscaping and other associated works.  
 Planning Officer Simon Taylor Comments by 23 May 2018  
 Comment No comment

**181292 12 Cutbush Lane, Shinfield, RG2 9AH**  
 Proposal Householder application for proposed erection of two storey rear extension to dwelling plus changes to fenestration and internal alterations  
 Planning Officer Charenjit Braich Comments by 13 June 2018  
 Comment No comment

**181366 Land South of Church Lane, East of Basingstoke Road, west of Hyde End Lane, North of Oakbank School, Three Mile Cross**  
 Proposal Reserved Matters application pursuant to outline planning consent O/2013/0346 for the erection of 86 dwellings including internal access roads, garages, parking spaces, SuDs attenuation, open space, play area, allotment and associated landscaping enhancements.  
 Planning Officer Chris Howard Comments by 14 June 2018

Comment

- Shinfield Parish Council requires that a construction phase parking plan is conditioned that requires all contractor vehicles, including private cars, to be parked within the site area (and not on existing highway, footpaths, or in the Ridge SANG car park)
- Shinfield Parish Council requires that a wheel wash facility be in place prior to the commencement of development of this site, as mud on the road is unacceptable.
- Shinfield Parish Council requests that the development adopts a 20MPH speed limit and suitable traffic calming measures, within the development.
- Shinfield Parish Council requests the adoption of a parking management plan for the development, prior to any occupation in the development.
- Shinfield Parish Council requests that the allotment area be left as managed green space, and the responsibility of implementing allotments given to the parish council along with a commuted sum to allow for the future provision the allotments at a time when demand requires them.
- Shinfield Parish Council requests that the assumptions related to water run-off and flow from higher land further upstream of the site, including all existing consents and specifically allowance for potential development at Parklands, is properly allowed for, so that flooding issues around Church Lane are not exacerbated.
- Shinfield Parish Council does not feel that the design of the building is in-keeping with the surrounding local building character. Shinfield Parish Council does not feel that the development has suitably considered policy 2 of the Shinfield Neighbourhood Development Plan:

Policy Two:

In new residential developments, provision of an appropriate mix of size, built form and garden size, including style, design and character, will be supported in order to provide variation within a scheme, as long as this respects local distinctiveness and creates safe and sustainable environments. This can be achieved through the use of locally distinctive materials, differing layouts and positioning of dwellings, and the retention of existing trees, and provision of new trees, within new gardens and in the public realm. Development proposals should demonstrate how they have considered and achieved the following criteria within scheme proposals:

- 1) Use of quality materials that complement the established built environment around the development site;
- 2) Compatibility with the scale and features of existing buildings in the locality;
- 3) Creation of suitable site layout that provides sufficient spacing between buildings to maintain privacy and amenity for any new and existing residential properties;
- 4) Allowance of appropriate space for hard and soft landscape works, particularly at settlement boundaries, in the public realm and along designated green routes and green route enhancement areas;
- 5) Provision of appropriately high quality and high specification sustainable landscape works and tree planting, particularly at settlement boundaries, in the public realm and along designated green routes and green route enhancement areas (existing and proposed);
- 6) Where appropriate, provision of suitable and unobtrusive storage facilities for refuse and recycling; and 7) Design of road and service layouts to ensure the sustainable retention, where appropriate, of existing landscape features, including trees and historic landscape features, and to allow space for new sustainable landscape works without the need for maintenance and upgrades to services damaging landscape works, as they mature. 8) Relevant adopted Village Character or Design Statement 9) Designing out opportunities for crime and anti-social behaviour. Developments designed to aid independent living for older residents, such as homes that are easier to adapt over the lifetime of the resident, or extra care housing, will generally be supported.

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<b>180693</b>	<b>44 Falcon Avenue, Shinfield, RG2 8EL</b>		
Proposal	Householder application for the proposed erection of part single, part two storey rear extension to dwelling		
Planning Officer	Senjuti Manna	Comments by	15 June 2018
Comment	No comment		

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<b>181220</b>	<b>Mapleton, Shinfield Road, Shinfield</b>		
Proposal	Application for the prior approval of the erection of a single storey rear extension to dwelling,		

which would extend beyond the rear wall of the original house by 7.5m for which the maximum height would be 4m and the height of the eaves 3m.

Planning Officer Charenjit Braich Comments by unknown  
 Comment No comment

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**181290** **8 Sussex Lane, Spencers Wood, RG7 1BY**  
 Proposal Application to vary condition 2 following the grant of planning consent 162498 (F/2014/0805) for the proposed erection of single storey front, sides and rear extensions plus detached rear garage following the demolition of existing rear extension and garage. Condition 2 relates to minor design changes to fenestration.

Planning Officer Dariusz Kusyk Comments by 15 June 2018  
 Comment No comment

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**181316** **Land at 12 Cutbush Lane, Shinfield, RG2 9AH**  
 Proposal Full application for proposed erection of 1no. detached dwelling; with associated parking, turning, landscaping, private amenity space and refuse/recycling collection area, following demolition of existing garage and blocking up of existing access point and creation of new access.

Planning Officer Charenjit Braich Comments by 18 June 2018  
 Comment Shinfield Parish Council objects to this proposal due to the terracing affect that this proposal will have on Cutbush Lane. Shinfield Parish Council considers this to be overdevelopment of a narrow site. Shinfield Parish Council objects to the proposed loss of the hedgerow, which is a valuable element of the Cutbush Lane street scene, and conflicts with the Shinfield Neighbourhood Plan.

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**181347** **The Forge, 1 Basingstoke Road, Three Mile Cross, RG7 1AT**  
 Proposal Application for a certificate of existing lawful development for the use of existing building as an office

Stefan Fludger Comments by 20 June 2018  
 Comment No comment

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**181399** **63 Hyde End Road, Shinfield, Wokingham, RG2 9EP**  
 Proposal Householder application for the proposed erection of a single storey side/rear extension to dwelling, relocation and conversion of the existing garage to create habitable accommodation.

Planning Officer Rosie Rogers Comments by 20 June 2018  
 Comment Shinfield Parish Council requires that the detached garage remain ancillary to the main dwelling.

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07.2 **Planning decisions: Approvals**

**180289** **8 Wellington Court, Spencers Wood, RG7 1BN**  
 Proposal Householder application for the proposed erection of two storey side extension, single storey rear extension to dwelling, plus changes to fenestration.

Our comment This application can only be deemed acceptable if sufficient additional parking is provided to meet the standards required within the borough's parking standards. The external appearance should be in keeping with the existing street scene, and is balanced in appearance. The Parish Council requests that sufficient root protection be provided for the neighbouring mature trees.

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**180303** **1 Sika Gardens, Three Mile Cross, RG7 1WF**  
 Proposal Householder application for the proposed loft conversion to create habitable accommodation including a rear dormer and 2 velux windows on the front elevation.

Our comment This application can only be acceptable if additional off street parking, required to meet the need of a five bedroom house, can be provided, in accordance with WBCs parking standard, and the parking standard within the Neighbourhood Development Plan, SPD.

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173570  
 Proposal 187 Hyde End Road, Spencers Wood, RG7 1BU  
 Householder application for the proposed erection of single storey rear extensions with orangery  
 Our comment Shinfield Parish Council objects to this application on the basis of overdevelopment, and by its size will appear incongruous and overbearing. This proposal will make the building, in relation to its adjoining property, appear unbalanced, and is in contravention of the borough design guide.  
*[Note: this application was revised significantly prior to approval]*

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**173684** **Unit B4 Lambs Farm Business Park, Basingstoke Road, Swallowfield**  
 Proposal Full application for the proposed erection of new business unit for use classes B1(b) and (c) (light industrial and Research and Development) and B8 (storage and Distribution) use with ancillary office space as well as car and commercial vehicle parking with ancillary works within existing business park.

Our comment Shinfield Parish Council notes the increase in employment opportunities created by this proposed addition, but equally recognises the residents' concerns over additional vehicle movements in this area.

18/PH/08 **Speed limit proposal**

Cllr Peer requested, and members approved to defer further discussion on this topic until the next meeting, whilst further materials are provided for committee members to review.

Members noted the need for lower speed limits on roads that are key walking routes to local schools.

Cllr Boyer noted he will follow up his letter requested speed reductions for Hollow Lane, following the opening of the Shinfield Eastern Relief Road, and request a response.

18/PH/09 **Development Corporation Proposal**

Cllr Grimes introduced his proposal for the parish council to consider asking for the establishment of a development corporation, for managing large scale development within the parish.

Following discussion, members **RESOLVED** to approve the recommendation at the next full council meeting in June.

The Deputy Clerk was asked to re-send the letter about housing numbers and local planning to James Brokenshire MP, the recently appointed Minister for Housing, Communities and Local Government.

*Members agreed to continue the meeting beyond 22:00 hrs*

18/PH/10 **Committee discussion**

Following a discussion on the

18/PH/11 **Correspondence**

The following correspondence items were noted:

1. Notice of withdrawal of application 180813 – 8 Sussex Lane, RG7 1BY
2. Invitation from Instinctif for a consultation on a proposed housing development on land south of Cutbush Lane and to the north of Arborfield Road.
3. Draft letter to Thames Valley Police regarding local speed enforcement.
4. Copy correspondence from N Welham, TVP Chief Constable's Office.

18/PH/12 **Date of next meeting**

The date of the next meeting was confirmed as confirmed as Thursday 21 June 2018, commencing at 19:30 hrs.

*The meeting ended at 22.20 hrs.*

**Action points:**

Ref:	Action:	By whom:
04.2.1	Liaise with Cllr Grimes and report Langley Mead gate issue to Ranger	Deputy Clerk
04	Liaise with borough members regarding the process for calling in a planning application	Deputy Clerk
06.1	Investigate lighting cost reductions for LED street lighting	Deputy Clerk
08	Add speed limit reduction discussion to the next meeting agenda	Deputy Clerk
08	Circulate further material to members for review on speed limit discussion	Cllr Lias
09	Forward letter to James Brokenshire MP	Clerk / Deputy Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	13
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