

Minutes approved on:	
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## **DRAFT**

### **Minutes of a meeting of the Planning Committee held on Monday 23 July 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, L James, and D Peer (Ch).

Attending: S Roberts (Clerk)

18/PC/27 **Public questions**  
There were none.

18/PC/28 **Apologies and declarations of members' interests**  
28.1 There were no apologies for absence.  
28.2 There were no declarations of members' interests.

18/PC/29 **Minutes of the previous meeting**  
29.1 Members noted one inaccuracy: 18.2.6: the letter to Thames Valley Police regarding speeding should relate to all areas of the parish, not just Grazeley.  
29.2 Subject to this amendment, it was proposed and **RESOLVED** that the minutes of the meeting of 21 June 2018 were a correct record of the meeting, and these were signed by Cllr Peer.  
29.3 Matters arising:  
18.2.2 Calling in plans to the WBC Planning Committee  
WBC's Democratic Services had advised that it is for ward members to decide whether to take forward the request to list the application or not. For multiple wards the parish council can approach another member.  
18.2.3 LED Street Lighting  
Based on dusk to dawn use per annum, the conversion to LED has led to a saving of approx. £2,510 in the Kw/h used by the street lighting columns. The parish council currently has a rolling repairs and maintenance contract with SSE at approx. £1,200 per quarter, which may be reduced in the future, as the town and parish councils will be able to buy in the service once the project is finalized and complete. Cllr Peer suggested this should be referred to the Communications and Policies Committee for including in the next newsletter as a "good news" item.  
18.2.5 Housing numbers letter  
Cllr Hughes reported on the follow-up response received from Jake Berry MP, Minister for the Northern Powerhouse and Local Growth (letter circulated with the minutes).  
18.2.7 Building heights- land north and south of Church Lane, Three Mile Cross  
Cllr Lias reported on his communications with Chris Howard about the Reserved Matters application 181428 and the discrepancies between the application details issued for comment (CB\_81\_035\_200 Street Scenes part 2) and WBC-held plans "architect drawings". All agreed these were out of keeping with the local landscape but there was no consultation hence no opportunity to comment. Members noted that correspondence should normally be via the Clerk.  
25 WBC Housing Needs Survey

The committee decided they did not currently have the required skills or expertise to prepare a proper response.

18/PC/30 **Enforcement update**

- 30.1 The Clerk reported on the Appeal Decision dated 2 July 2018 to quash the enforcement notices issued by WBC and grant planning permission for a temporary period of 3 years for the material change of use of the land at the Paddocks, Kybes Lane for the stationing of static caravans, subject to various conditions.
- 30.2 Members noted that regarding the enforcement relating to “Mallards” on the Basingstoke Road, an appeal had been lodged for retrospective planning permission for the rear single storey roof height, projection and proximity to the boundary. Deadline for comments is 22<sup>nd</sup> August 2018.

18/PC/31 **Highways, Street lighting and footpath matters**

18/PC/31 **Highways, Street lighting and footpath matters**

- 31.1 Members were advised of delivery vehicles and workers on the various development sites surrounding Croft Road, using the existing loop one-way system as a short-cut, by travelling in the counter-flow direction. This has been reported to WBC previously, and developers' representatives on site have been made aware of this practice. Councillor Boyer agreed to collate the names of the developers and sites concerned and pass these to the Clerk, so that SPC could write formally to the developers' HQ (particular region) to complain about this illegal practice and seek a response. The Police are also again to be informed.
- 31.2 Members were invited to consider a draft contract from SSE for street lighting maintenance from 01.08.18 to 31.07.2024 (previously circulated). The Clerk was asked to investigate further with WBC and SSE and report back to members.
- 31.3 The Clerk reported on the street naming for the C2 and C4 parcels of the West of Shinfield known as Shinfield Meadows (previously circulated).

18/PC/32.1 **Deposited plans:**

**181499 Land to the south of Cutbush Lane Shinfield**

Proposal full planning application for the erection of 249 dwellings, new public open space, landscaping surface water attenuation, access and associated works at land to the south of Cutbush Lane, Shinfield.

Planning Officer Chris Howard Comments by 23 July 2018\*

Comment *(Note: WBC has requested an Environmental Impact Assessment for this application, which has effectively stopped the determination period until received. Once received the process will restart and there will be a further round of consultation)*

*SPC comments currently as follows:*

*With regret, Shinfield Parish Council acknowledges that unfortunately it is now planning policy to develop this site as part of the overall South of M4 Strategic Development Location. However, we are very concerned about the large number of reasonable objections which have been raised by local residents and that this application does not take advantage of the links to the 2011 Supplementary Planning Document.*

*We therefore wish to see the following conditions agreed as a minimum in order for this scheme to be deemed acceptable:*

- *Developers properly mitigate the transport implications of this scheme;*
- *A Safer Routes to Schools policy be incorporated;*
- *A proper Flood Risk Assessment be undertaken and approved the relevant authorities;*
- *Proper mitigation measures are in place for bats as a protected species.*

*We make the following specific observations which should be addressed:*

1. *Does not integrate with footpath 6 the other side of ERR (the current permissive path allows this)*
2. *the entirety of the development should be designed for a 20mph limit for the outset (D&A p 16)*
3. *The use of 3 story buildings in 'The Residential Core' is out of keeping with the rest of this side of Shinfield which are all no more than 2 story.*
4. *The refuse strategy (D&A p26) refers to space for one 240 litre wheelie bin and one 55 litre recycling box, this is inadequate as we don't have wheelie bins in WBC*
5. *The affordable housing are all located in the same area rather than being spread across the development*
6. *The use of conservation kerbing should be used on all primary and secondary streets*
7. *To facilitate the use of the ERR and to discourage vehicles cutting through the village, the application should bring forward the reduction of the speed limit to 30mph for Hollow Lane and Arborfield Road within the boundary of Shinfield Village*
8. *The accident analysis does not include any data after the ERR was opened, it should be redone (Highways Transport Assessment)*
9. *Point 3.83 (p21 of Traffic Assessment) is incorrect in that the policeman died as a result of this incident*
10. *Traffic Assessment - car parking - no car charging points are installed, the expectation would be for one point per dwelling, in line with Government ambitions*
11. *Traffic Assessment - vehicle trip rates are too low when compared with actual measurements so grossly underestimate the vehicle movements associated with this development*
12. *The Parrot Farm roundabout will be over-capacity with this development so remedial measures should be implemented to facilitate traffic flow (p 34 of traffic Assessment)*
13. *The assumption that walk/cycle trips out of the development would use FP7 and then Oatlands Road would put pressure on an un-adopted road. The development should provide that a suitable flat path along this route. (p40 of traffic Assessment)*
14. *A separate cycle/foot path should be provided to the east of the site to allow cycles to avoid the ERR*
15. *Parking is provided by the use of tandem parking in front of garages which should be avoided*
16. *The play area is disappointingly small for the number of houses planned*
17. *Traffic calming measures should be introduced into Cutbush Lane, such as priority islands, to stop vehicles speeding down this straight road.*
18. *To promote the option of home-working, multiple highspeed telecoms connections to be provided to each dwelling, e.g. fibre to the premises (FTTP).*
19. *The noise and traffic assessments do not seem to account for the proposed developments in Arborfield, nor the lorry movements from the potential Cemex site.*
20. *Standard working hours of Monday to Friday, 8am to 6pm. Saturday, 8am to 1pm should be rigorously applied.*
21. *A construction transport plan should be implemented to ensure that there is no contractor parking on surrounding residential roads, nor are deliveries parked up on surrounding roads waiting to deliver.*
22. *The site should be registered with the Considerate Construction Scheme.*

**181649** **White House Farm, Beech Hill Road, Spencers Wood, RG7 1HR**  
 Proposal Full planning application for the proposed erection of B1, B2, and B8 buildings and change of use land to B8 (engineering storage and parking), including hard standing and earth bund (retrospective).  
 Planning Officer Omar Sharif Comments by 25 July 2018  
 Comment Support

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**181670** **17 Clares Green Road, Spencers Wood, RG7 1DY**  
 Proposal Householder application for the proposed erection of single storey side/rear extension to dwelling following the demolition of existing garage and existing extension  
 Planning Officer Nesha Burnham Comments by 19 July 2018  
 Comment No comment

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**181804** **24 Grazeley Road, Three Mile Cross, RG7 1BJ**  
 Proposal Householder application for the proposed conversion of existing garage to habitable accommodation (retrospective)  
 Planning Officer Mandeep Chaggar Comments by 26 July 2018  
 Comment No comment

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**181834** **Land at The Mead, Croft Road, Spencers Wood, RG2 9EY**  
 Proposal Full application for the proposed erection of 3 no. 4 bedroom dwellings with integral garages, new hard and soft landscaping, boundary treatments and other works  
 Planning Officer Alex Thwaites Comments by 31 July 2018  
 Comment No comment other than all trees and hedges on site to remain in situ.

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**181875** **Proposed Green Park Railway Station Site, Pingewood, Reading**  
 Proposal consultation from West Berkshire Council for the following proposal: relocation and extension to the approved railway platforms together with the relocation of approved railway footbridge and relocation of the approved ditch diversion works at land east of Cottage Lane, Reading  
 Planning Officer Kayleigh Mansfield Comments by 23 July 2018  
 Comment SPC requests that suitable parking control measures are put in place for Kirtons Farm Road

## 32.2 Planning decisions: Approvals

**180757** **Specialist housing site (south), local centre land west of Shinfield, west of Hyde End Road and Hollow Lane, south of Church Lane, Shinfield, RG2 9EH**  
 Proposal Reserved matters application for the erection of a 68-bed care home building (Class C2) and associated development including site access, car parking and landscaping in the part of the site identified by the outline planning consent for specialist housing. Access, Layout, Scale, Appearance and Landscaping to be considered.  
 Our comment Shinfield Parish Council requests that a pedestrian route through to the medical centre be incorporated into the site.  
 The parish council requests some additional features to break up the visual impact of elevation F.  
 The Parish Council would prefer to see the design of the parking and exterior landscaping be co-ordinated with the neighbouring site (application 180758), so that there is a degree of visual integration between the two sites.

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**180758** **Specialist Housing Site, 1 Local Centre Land West of Shinfield, West of Hyde End Road & Hollow Lane, South of Church Lane, Shinfield, RG2 9EH.**  
 Proposal Reserved matters application for the erection of a building comprising 80 no. extra care units (Class C2) and associated development including site access, car parking and landscaping in the part of the site identified by the outline planning consent for specialist housing. Access, Layout, Scale, Appearance and Landscaping to be considered.  
 Our comment Shinfield Parish Council is concerned about the visual impact on the street scene of a four storey structure, which is located close to the edge of the site boundary. It is currently unclear what the appearance of the building on the other side of the main road will be, as the design has not yet been determined. A building of this size and height will not be in keeping with the local area.  
 The Parish Council would prefer to see the design of the parking and exterior landscaping be co-ordinated with the neighbouring site (application 180757), so that there is a degree of visual integration between the two sites.  
 The Parish Council requests that the application be deferred, until further design information is available for the buildings along the opposite side of the main road.

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**180978** **16 Priors Gardens, Spencers Wood, RG7 1WS**  
 Proposal Householder application for the proposed erection of a summerhouse  
 Our comment Shinfield Parish Council requests that standard hours of working be added as a condition, to reduce the noise impact on neighbouring dwellings

**181273** **3 Mitford Close, Earley, RG2 8JQ**  
 Proposal Householder application for the proposed erection of a single storey side and rear extension, plus replacement of flat roof over existing kitchen with pitched roof.  
 Our comment No comment

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

18/PC/33 **Speed Restrictions in the Parish**  
 Cllr Lias reported this remained work in progress. Members agreed the initial focus should be on Shinfield Village, namely Hollow Lane, Arborfield Road, and Hyde End Road up to the end of the village.

18/PC/34 **Update on WBC/Oatlands Road Residents Meeting**  
 Members noted the meeting organized by WBC at the Infants' School on 16<sup>th</sup> July, which had been very well attended. An informal meeting for residents to meet with parish councilors had been arranged for 24<sup>th</sup> July at the parish hall to discuss a possible joint approach to no further development in the parish – all welcome.

18/PC/35 **The Future of the Planning Committee**  
 Members had an open discussion about the future of the committee and officer support, following the departure of the Deputy Clerk. Members agreed the need for SMARTer working and discussed the introduction of templates to support the committee and facilitate decision-making. In the short-term Cllr Lias agreed to monitor WBC's Planning Portal, in particular for late planning applications.  
  
 Cllr Grimes suggested a second or third year student from the University of Reading's Estates and Facilities Faculty could be recruited to support the committee as work experience. The Clerk was asked to approach the University.

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

Cllr Grimes also suggested that parish councillors should regularly attend WBC's Planning Committee meetings and present questions to WBC's Executive.

18/PC/36 **Correspondence**  
 The following correspondence items were noted:  
 1. Notice of Arborfield and Barkham Neighbourhood Plan public consultation  
 2. Notice of planning appeal for 171737 – Parklands, Basingstoke Road, Three Mile Cross  
 3. Central and Eastern Berkshire Joint Minerals and Waste Plan Regulation 18: Draft Plan Consultation – Frequently Asked Questions document. Members who attended the public meeting on 18 July 2018 gave their views. Further public meeting in Shinfield Parish to be arranged by WBC.

18/PH/37 **Date of next meeting**  
 The date of the next meeting was confirmed as confirmed as Thursday 30 August 2018, commencing at 19:30 hrs.

*The meeting ended at 22.09 hrs.*

**Action points:**

Ref:	Action:	By whom:
31.1	Collate the names of developers and sites surrounding Croft Road and pass to Clerk to raise a complaint about illegal	Cllr Boyer

	practices.	
31.2	Investigate draft contract from SSE for street lighting maintenance from 01.08.18 to 31.07.2024	Clerk
33	Investigate speed limit reduction across the parish based on SID data, with the initial focus on Shinfield Village	Clr Lias
35	Monitor WBC's Planning Portal and liaise with the Clerk to ensure relevant planning applications included on committee agendas	Clr Lias
35	write to University of Reading regarding possible student placement for planning/technical support to the council as work experience	Clerk
36	Ensure follow-up consultation meeting on Joint Minerals and Waste Plan arranged by WBC	Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	33
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