

Minutes approved on:	
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Minutes of a meeting of the Planning Committee held on Thursday 30 August 2018 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

Present: Cllrs N Boyer, P Emmet, A Grimes, D Lias, L James, and D Peer (Ch).

Attending: S Roberts (Clerk)

18/PC/38 **Public questions**
There were none.

18/PC/39 **Apologies and declarations of members' interests**
39.1 There were no apologies for absence.
39.2 In relation to application no. 182046, Cllr Lias reported he lived 2 doors away from the property.

18/PC/40 **Minutes of the previous meeting**
40.1 It was proposed and **RESOLVED** that the minutes of the previous meeting of 23 July 2018 were a correct record of the meeting, and these were signed by Cllr Peer.
40.2 Matters arising:
40.2.1 Collating names of developers and sites surrounding Croft Road
Members noted this was work in progress. Members noted the barriers had gone around the Croft Gardens development and were concerned to know when the junction was going to be completed and re-opened. The Clerk agreed to write to Chris Howard at WBC as soon as possible to clarify the position and also to seek a date for the next general update meeting between WBC, Cllr Peer and the Clerk.
40.2.2 Development sites across the parish.
Cllr Boyer had produced a spreadsheet of construction sites around the parish (previously circulated). He agreed to check for accuracy and keep up to date for the benefit of all members.
40.2.3 LED Street Lighting
The Clerk highlighted she had investigated the draft contract from SSE for street lighting maintenance presented to the last meeting but also advised that the majority of lights in the parish have been changed to LED: the only lights that have not been changed are those located on Spencers Wood Recreation Ground, i.e.

- Clares Green Road 00x Outside Pavilion
- Recreation Ground 1 by Play Area
- Recreation Ground 2 by Village Hall.

Members noted that the parish council is likely to buy in to the maintenance contract that WBC will have with their provider once the project is completed, but this is yet to be finalized, hence will need to compare costs with the existing rolling maintenance contract with SSE. It is anticipated that since all the lanterns are new, maintenance costs will be minimal.
40.2.4 Speed limit reduction across the parish using the SID data
Cllr Lias reported this is work in progress.

- 40.2.5 Monitor WBC's Planning Portal
 Cllr Lias reported this is work in progress. In this context, Cllr Peer highlighted an invitation from Marcia Head at WBC to all town and parish councils to attend a training session at Shute End on Thursday 27 September 2018 from 7 pm – 8 pm on the various changes in Development Management and how to upload planning application comments directly to WBC's website. It was agreed that the Clerk, Cllrs Peer and James and, if possible, Cllr Lias would attend. The date of the next Planning Committee meeting would therefore be changed to Monday 1st October 2018 at 7.30 pm. In the interim, Cllr Boyer agreed to devise an effective method for all members of the committee plus the Clerk to monitor WBC's Planning Portal to enable comments to be collated by email and responses to WBC within required timescales
- 40.2.6 Graduate Internship: Planning Support Assistant
 The Clerk reported on a meeting between herself, Cllr Hughes and the University of Reading's Careers Officer regarding a possible student placement for planning/technical support to the council as work experience. Members discussed the draft job description and person specification and, following some minor changes, thought this was an excellent idea which should be taken forward at the start of the next University term in October.
- 40.2.7 Consultation on Joint Minerals and Waste Plan
 The Clerk reported on the response received from Ian Church, Manager for WBC's Growth and Delivery team to her email expressing the parish council's disappointment that WBC had decided to run drop-in sessions only for the next stage of the consultation, such as the Three Mile Cross Church Centre public exhibition on 10 September, and that no formal public meetings were being planned in the short term in Shinfield Parish, as promised at the Arborfield meeting. Members discussed the response and felt very aggrieved that residents were not being given the opportunity to properly present their views, particularly when BCllr Pollock had promised to organize a proper presentation followed by an open Question and Answer Session. The Committee agreed to **RECOMMEND** to full Council that formal representation be made to BCllr Pollock regarding the lack of proper accountability and overall democratic deficit on this issue, and to request that an official public meeting be organized at the earliest opportunity.

18/PC/41

Enforcement update

- 41.1 The Clerk reported on the Enforcement Notice Appeal lodged by Mr A Odedra for Mallards, Basingstoke Road, Spencers Wood RG7 1AD. Following a request for an extension of the time for comments, on 23rd August 2018, the Clerk had lodged a further statement to the Planning Inspectorate at Bristol on behalf of the parish council. In addition to the comments made by its Planning and Highways Committees on 29 October 2016, 9 January 2017, 20 February 2017, and 24 August 2017: the parish council wished to comment as follows to try and reach a compromise for all concerned: "Shinfield Parish Council supports in principle Wokingham Borough Council's Enforcement Notice to demolish the side and rear extensions, as Mr Odedra has had plenty of time and opportunity to comply with and alter the height of the building. The Parish Council strongly objects to this kind of behaviour of seeking retrospective planning permissions, and thereafter ignoring the obvious consequences of one's actions. This is grossly unfair in regard to those residents who do comply with Planning Permissions as granted. However, we cannot ignore that this is now a viable business and a local asset to the community in regard to the Post Office, therefore the Parish Council would support the option requested by Mr Odedra of permitting him to carry out the remedial works suggested, to comply with the original planning permission. The Parish Council supports Wokingham Borough Council compliance period of 6 months and asks for this to be upheld, in view of the generous length of time Mr Odedra has already been granted to rectify this matter, prior to the Enforcement Notice being served."

18/PC/42

Highways, Street lighting and footpath matters

- 42.1 Members discussed a survey produced in August by local volunteers Mr. Ray Sharpe and Mr. Ian Young on the Footpath Network in Shinfield (previously circulated), which highlighted the typical issues and challenges faced by the Public Rights of Way group and most heavily used paths. In particular the survey highlighted the slow progress of developers to put back in place paths that have been closed or diverted during construction, hence the volunteers work was ongoing. Members all agreed this was an

182173 Proposal	Adjoining Parish Consultation: Land east of Cottage Lane, Reading RG2 6GP		
	Consultation from Reading Borough Council for full planning application for the proposed relocation and extension to the approved railway platforms, together with the relocation of the approved railway footbridge and relocation of the approved ditch diversion works (amendments to development approved under RBC reference 141944 as amended by ref 171305 and West Berkshire Council reference 14/03289/COMIND) at Land East of Cottage Lane Reading		
Planning Officer	Kayleigh Mansford	Comments by	10 August 2018
Comment	SPC requests that suitable parking control measures are put in place for Kirtons Farm Road		
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182177 Proposal	Land to the South of Cutbush Lane, Shinfield		
	Scoping Opinion application to determine the content of an Environmental Impact Assessment for the proposed development of up to 440no. residential dwellings. Notification relates to changes introduced to allow further permitted development rights for single-storey rear extensions to houses: allows for extensions to be up to 6 m. deep for attached dwellings (previously 3 m) and up to 8 m. for detached houses (previously 4 m). Change is for a temporary period of 3 years. Option to object only lies with adjoining neighbours.		
Planning Officer	Chris Howard	Comments by	For information only
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182130 Proposal	23 Ryhill Way, Earley RG6 4AZ		
	Householder application for the proposed part conversion of existing garage to create habitable accommodation, plus changes to fenestration		
Planning Officer	Nesha Burnham	Comments by	30 August 2018
Comment	No comment		
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182046 Proposal	Infill site between Eventide and Eastfield Cottage, Church Lane, Three Mile Cross, RG7 1HD		
	Full planning application for the erection of a bungalow following demolition of existing garage (resubmission of 180403)		
Planning Officer	Rasha Khoja	Comments by	4 September 2018
Comment	<p>The parish council objects to this application on the basis that:</p> <ul style="list-style-type: none"> • The proposed development would result in the creation of a substandard access in respect of visibility onto Church Lane. It would also generate additional turning movements into and out of a busy road at a point where visibility is restricted and this is not in the interests of highway safety. • It has not been demonstrated that the parking and turning layout for both Eventide and the proposed dwelling meets the Local Planning Authority's standards. This could result in on-street parking and/or reversing movements onto Church Lane which would adversely affect road safety and the flow of traffic. 		
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182174 Proposal	Adjoining Parish Consultation: Swallowfield – land at Lambs Lane and Beech Hill Road, Spencers Wood		
	Full application for the change of use of agricultural land to Suitable Alternative Natural Greenspace (SANG) and associated development comprising proposed new access road		
Planning Officer	Jeanette Davey	Comments by	6 September 2018
Comment	<p>The parish council believes this application should be refused on principle as there is no identifiable need for development, and hence SANG provision, in this area. If minded to approve, then it should be conditional that</p> <ul style="list-style-type: none"> • the car park is tarmacked to prevent mud being transferred to surrounding roads; • all site furniture, bins, seats etc should be of the same type as the other SANGs in the surrounding area (e.g. Langley Mead) to provide consistency across the village; • CCTV camera should be installed at the car park area, just like Langley Mead and The Ridge SANG to prevent antisocial behaviour and fly-tipping as already experienced in the other SANGs; • all paths should be constructed of a solid surface, such as compacted hogging, with no mown paths to encourage walkers with prams/pushchairs. 		
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180920 Proposal	8 Fairmead Road, Shinfield RG2 9DL		
	Householder application for the proposed erection of single storey side/rear extension to dwelling following the demolition of the existing garage, partial loft conversion to create habitable accommodation, plus insertion of two rooflights to the front and rear elevation		
Planning Officer	Abinel Gurung	Comments by	11 September 2018
Comment	no comment		
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182248
 Proposal **Culverwood House, Shinfield Road, Shinfield Wokingham RG2 9B3**
 Application for submission of details to comply with the following conditions of planning consent 171210 (dated 16/8/17) - 3. External materials; 4. Details of boundary walls and fences; 5. Landscaping; 12. Construction Method Statement; 14. Decontamination; 15. Construction Environmental Management Plan

Planning Officer Rash Khoja Comments by Information only
 Comment no comment

182172
 Proposal **6 Halfacre Close Spencers wood Wokingham RG7 1DZ**
 Householder application for the proposed conversion of existing garage to study.

Planning Officer Nesha Burnham Comments by 6 September 2018
 Comment no comment

182167
 Proposal **Thames Valley Science Park, Thames Valley Park, Shinfield Reading**
 Application for a non-material amendment to planning consent 152330 for the amendment to the wording of condition 10 to allow for vehicular movements along the Thames Valley Science Park access road to and from Cutbush Lane to the north east of the Science Park.

Planning Officer Kayleigh Mansfield Comments by Information only
 Comment We believe this should be considered as a Material Change, hence we object.

43.2 **Planning decisions: Approvals**

181460
 Proposal **Windward House, Hollow Lane, Shinfield RG2 9DX**
 Full application for the proposed change of use of existing office to 3 no. 1-bedroomed apartments with associated external works.

Our comment Shinfield Parish Council finds this application acceptable provided that the parking provision meets the requirements within the Neighborhood plan.

181088
 Proposal **Timbrils, Oakside Way, Shinfield RG2 9BJ**
 Householder application for the proposed erection of part single, part two storey side extension plus first floor side extension to dwelling.

Our comment No comments

181342
 Proposal **7 The Square, Spencers Wood, RG7 1BS**
 Householder application for the proposed erection of single storey rear extension

Our comment This planning application will be acceptable if it is within the vernacular of the principle building.

180407
 Proposal **236 Hyde End Road, Spencers Wood, RG7 1DH**
 Application for variation of a condition 2 following grant of planning permission 162164 for the proposed erection of 4no bed two storey dwelling to allow extension of the existing garage, plus alterations to the chimney.

181621
 Proposal **3 Clares Green Road, Spencers Wood RG7 1DY**
 Householder application for the proposed single storey side/rear extension to dwelling following demolition of existing conservatory plus existing bathroom to be insulated and re-clad with timber boarding

Our comment No comment

180407
 Proposal **236 Hyde End Road, Spencers Wood, RG7 1DH**
 Application for variation of condition 2 following grant of planning permission 162164 for the proposed erection of 4no. bed two storey dwelling to allow extension of the existing garage, plus alterations to the chimney.

Our comment

180693
 Proposal **44 Falcon Avenue**
 Householder application for the proposed erection of part single, part two storey rear extension to dwelling

Our comment No comment

181538	3 Grange Cottages, Cutbush Lane, RG2 9AF
Proposal	Householder application for the proposed erection of a first-floor side extension over existing garage and single storey rear extension to dwelling
Our comment	No comment

43.2 **Planning decisions: Refusals**

181676	182 Hyde End Road, Spencers Wood, RG7 1DG
Our comment	Full planning application for proposed change of use of land to builders' yard Shinfield Parish Council objects to this application on the basis of the increasingly residential surroundings of this area, and the detrimental impact that increased lorry movements, collections, deliveries and their associated noise, will have.

18/PC/44 **Air Quality**

44.1 Members considered how air quality is affected by development and how levels may be recorded and monitored in the future. Members felt this was extremely important for seeking a cleaner and greener environment and **RESOLVED** to recommend to full Council that, as the parish council is not competent in this area, external environmental consultants be commissioned to review air quality across the parish and other relevant environmental factors, such as noise. Cllr James agreed to contact air quality specialists and take this forward over the next month.

18/PC/45 **Correspondence**

The following correspondence items were noted:

1. David Wilson Homes – report from local resident of serious health and safety concerns
2. Minerals and Waste Plan Consultation 10 September 4.30 pm – 8 pm, Three Mile Cross Church Centre
3. Wokingham Borough 2025: Proposed Vision and Priorities Engagement Summary

18/PH/46 **Date of next meeting**

The date of the next meeting was confirmed as being re-arranged to **Monday 1st October 2018**, commencing at 19:30 hrs.

The meeting ended at 21.28 hrs.

Action points:

Ref:	Action:	By whom:
40.2.1	Meet with Chris Howard asap for general update, in particular Croft Road junction	Clerk, Cllr Peer
40.2.4	Investigate speed limit reduction across the parish based on SID data, with the initial focus on Shinfield Village	Cllr Lias
40.2.5	Monitor WBC's Planning Portal and liaise with the Clerk to ensure relevant planning applications followed up appropriately	All
40.2.6	Follow up advert with University of Reading for Planning Support Assistant	Clerk
40.2.7	Recommend to full Council that borough councillors are informed of parish council's serious concerns regarding lack of proper public consultation on Joint Minerals and Waste Plan and, following a promise made by BCllr Pollock, demand that a proper presentation is organized for Shinfield Parish followed by an open Q&A session	Cllr Peer
42.1	Write to local footpath volunteers to thank them for their recent footpath study and offer financial support to purchase any tools or equipment they may need in the future to maintain their programme of works	Clerk
44.1	Seek quotes from air quality specialists/environmental consultants for commissioning a study for the parish council	Cllr James

Planning stats:

Number of plans reviewed (Civic year to date)	48
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