Minutes of a meeting of the Planning Committee held on Thursday 9 May 2019 at the Shinfield Parish Hall, commencing 19:30 hrs.

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

Attending: Mr. M. Balbini (Clerk), Mrs. J. Skidmore (Committee Secretary), Mr. J. Flynn, and two residents

Ref 19/PC/40

Public Questions

40.1 Cllr. Peer invited a resident to share his views on the traffic situation in Spencers Wood noting that herself and Cllr. Lias had recently met with Sarah-Louise Allman, from Wokingham Highways Alliance to discuss the parking situation at Hunters Way, Spencers Wood, grasscrete parking areas opposite and parking generally outside shops, particularly the 'One Stop Shop'. It was stated that SPC had been trying for some time to engage WBC on this matter with limited success and that the meeting was viewed as good progress. Sarah Allen had agreed to submit a formal request to the WBC Executive that double yellow lines be placed on the bends of Hunters Way to ensure that lines of sight were restored. Parking enforcements on the grasscrete in this area had been discussed at that meeting but it had been concluded that this was not a viable solution but that parking outside of the 'One Stop Shop' needed to be reviewed by WBC, due to the danger to the public by cars reversing off the forecourt across the footpath.

40.2 The resident confirmed that he was gathering evidence of the traffic situation and that he was in discussion with Cllr. Montgomery about setting up the Spencers Wood working group, as agreed at the Annual Parish Meeting. He stated that the locality report for Spencers Wood did not discuss parking in the area and that he was planning to work with Cllr. Montgomery to make a bid for CIL money to address the issue.

40.3 Cllr. Peer stated that WBC would not place yellow lines in multiple locations and that a solution should be sought via the Planning and Highways committee, not solely via Cllr. Montgomery.

40.4 The resident voiced his disappointed in this comment and expressed his view that SPC did not deal with WBC highways department in an effective manner. He cited dealing with traffic on Hyde End Road as an example stating that he felt SPC had not presented WBC with clear evidence of the issues that existed and that it was his approach that had resulted in action being taken.

40.5 Cllr. Peer disagreed with the resident clarifying the actions that SPC had taken, for example meeting with Reading University to discuss the matter, which she felt had contributed to the footpath being installed on Hyde End Road.

40.6 The resident restated that he would work with Cllr. Montgomery on the issue.

40.7 Cllr. Peer saed that it was not within Cllr. Montgomery’s remit to make decisions on the approach to WBC on this matter as he was not part of the Planning and Highways committee and asked the resident to clarify what actions the residents wanted SPC to take.
40.8 Cllr. Lias offered assurance that SPC was pushing the agenda and was logging traffic related incidents that had occurred in Spencers Wood.

40.9 Cllr. James asked if there was a way to work together. Mr Young expressed doubts as he said he felt the approach and attitude of SPC was wrong.

40.10 Cllr. Peer asked the resident to share ideas on how to achieve results and stressed that SPC welcome them. The resident detailed the steps he had taken in relation to Hyde End Road that he said he believed had resulted in achieving installation of the footpath. He recalled that he had met with Cllr. Hughes to discuss the footpath and that Cllr. Hughes had declined to support his campaign unless it included widening of the road at the same time. The resident stated that he knew from information that he had received that it had to be a two-stage process, of which he had advised Cllr. Hughes, and therefore he progressed the issue himself without the support of SPC.

40.11 Cllr. Grimes stated that he could not comment on the stance taken by Cllr. Hughes as he was not part of that discussion but recalled the position of the committee at that time which was that WBC had asked SPC to fully fund the footpath. SPC had responded to WBC that they expected them to fund it and the Planning and Highways committee had then actively campaigned for it. Cllr. Grimes gave the view that he believed it was pressure from many sources that resulted in installation of the path and that a similar approach should be taken in Spencers Wood.

40.12 Cllr. Boyer asked the resident if there was any member of the Planning and Highways committee that he would be prepared to work with to facilitate a joined-up approach to the issue.

40.13 The resident agreed to work with Cllr. Boyer in relation to the Planning and Highways committee and to continue working with Cllr. Montgomery in relation to the Spencers Wood working group, Cllr Boyer undertook to report progress and ideas back to the committee for consideration. Cllr. Boyer and the resident agreed to progress the matter further outside of the meeting.

40.14 Cllr. Peer thanked the resident for taking the time to attend the meeting and for sharing his views.

19/PC/41  
Apologies and declarations of members’ interests  
41.1 There were no apologies received prior to the meeting however Cllr. Emment left the meeting at this point due to illness.

41.2 There were no declarations of interest.

19/PC/42  
Minutes of the previous meeting  
42.1 The minutes of the previous meeting of 4 April 2019 were agreed as a correct record of the meeting and signed by Cllr. Peer.

19/PC/43  
43.1 Actions  
66.2.5 Air Quality Monitors  
The Clerk confirmed that both Lambs Lane and St Marys School had agreed to the installation of air quality monitors on site and that installation would be complete by the middle of June.

Cllr. Peer queries the timescale for installation. The Clerk explained that an electricity supply would need to be put in place, which the Facilities Manager was organising with Royal Electrics, before Casella could fit them. Cllr. James undertook to discuss with the Clerk ways of progressing the matter sooner.

5.1 Enforcement Request  
This was covered in agenda item 45.0.

29.3 Clerk to write to WBC regarding parking restrictions criteria  
This matter was considered dealt with as outlined in agenda item 40.0 above.

Cllr. Peer reiterated to Cllr. Boyer that ideas for an approach to WBC in relation to solutions for
traffic management in Spencers Wood must be brought to the Planning and Highways committee. In regard to Three Mile Cross junction/parking, Cllr. Lias undertook to discuss with Cllr. Boyer outside of the meeting the opposing views taken by Sarah-Louise Allman and Nigel Phillips of Taylor Woodrow, in way of background information.

29.3 FOI’s Parking Enforcement FOI and 66.2.8 Affordable Housing Quotas
The Clerk confirmed that he had not received responses to the FOI’s that he had submitted and was asked to follow up on them.

1. FOI request to ascertain what parking enforcement had been provided in the area stating dates, times and the availability and locations of parking officers in Shinfield Parish council since inception and asking whether a defined programme of work for attendance existed.

2. FOI request to WBC regarding affordable housing quotas.
Cllr. Boyer signposted the Clerk to a process to follow if FOI’s had not been responded to within the statutory deadline.

29.4 James Flynn to compile list of standard comments
This item was noted as work in progress.

29.4 James Flynn to compile a list of contentious issues
This item was noted as work in progress.

18.3: Footpaths including footpath 20
See agenda item 46.3.

29.6 OS Map Survey – Cllr. York to complete
It was agreed that no further action was required in respect of this item.

39.4 Clerk to write to resident regarding potential role on planning committee
The Clerk confirmed that application forms had been sent to three potential Council members. It was agreed that potential candidates should attend three Council meetings and two committee meetings prior to applying to get an understanding of how SPC operated.

39.5 Clerk to investigate land use at Hyde End Lodge
The Clerk noted that no response had been received from land registry as yet in respect of land use at Hyde End Lane but that he would update the committee in due course. The Clerk was asked to follow up the request.

43.2 Matters Arising
There were no further matters arising.

19/PC/44  35.1 Schedule of Deposited Plans

190817 Proposal  90 St Barnabas Road Shinfield Wokingham RG2 8ED
Householder application for the proposed erection of single storey rear extension including the insertion of 2no. roof lights, plus garage conversion to create habitable accommodation (Part retrospective).

Comments by  3rd May 2019
Our Comments  This was noted as already approved.
Shortcut to proposal  https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=jiv99J84QHHJYEDPdByz541PLOk7WLDi8NL0eZ5g5VnknK8xWtZ0Vl61BH8s%2I3MVcUehDkHyiZjXCLDr8is9kdb9Xug5Q2sp

190838 Proposal  18 Westlands Avenue Shinfield RG2 8EB
Householder application for the proposed erection of single storey side/rear extension including the insertion of 2no. rooflights, single storey front extension to form a porch, plus internal alterations.

Comments by  12th May 2019
Our Comments  No comment
5 Clares Green Road Spencers Wood Wokingham RG7 1DY
Householder application for the proposed erection of single storey extension and first floor side extension to existing dwelling plus internal alterations and changes to fenestration.

Comments by
Our Comments
15th May 2019
No comment

253 Shinfield Road Reading RG2 8H
Application for the prior approval of the erection of a single storey extension, which would extend beyond the rear wall of the original house by 6m, for which the maximum height would be 3m and the height of the eaves 2.9m.

Householder application for the proposed erection of a part single part two storey side. Rear extension to dwelling, loft conversion to create habitable accommodation including the erection of rear dormer and insertion of 2no. roof lights, plus internal alterations

Comments by
Our Comments
12th May 2019/13th May 2019
SPC suggest that WBC investigate this in regards of overlooking of neighbouring property

14 Oatlands Road Shinfield Wokingham RG2 9DW
Householder application for the proposed erection of single storey front/side extension, single storey side infill extension, raising of roof to provide habitable accommodation including erection of side facing dormer window and part single, part two storey rear extension following demolition of existing single storey rear extension and chimney.

Comments by
Our Comments
15th May 2019

32 Leyland Gardens Shinfield Wokingham RG2 9AN
Householder application for the proposed erection of part single, part first floor side extension with front and rear facing dormer windows and enlargement of roof form from hipped to gable plus alterations to fenestration.

Comments by
Our Comments
15th May 2019
No Comment

1 Kendal Avenue Shinfield RG2 9AR
Householder application for the proposed demolition of a part single/part two storey north side extension following demolition of existing garage and kitchen; single storey south side and rear extensions, and internal alterations

Comments By
Our Comments
15th May 2019
No Comment

53 Oatlands Road Shinfield Wokingham RG2 9DN
Householder application for the proposed erection of single storey side/front extension, erection of open sided porch, alterations to fenestration and alteration to driveway to create turning point following demolition of existing single storey side/front extension.

Comments By
Our Comments
Date not provided
The proposed forward extension impacts on the neighbouring property and therefore requires investigation by WBC

https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=mmj54y2W0wFTV3kLviRb7t0
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2f6Ja%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=GQrsbuaUAk%2byLTbGU3TB
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RmIR%2bOh1W6n8blqOJ8c7
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=SHH%2fQwFZ8yj7hRwvvq
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=QGrsbuaUAk%2byLTbGU3TB
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=RN%2fjSa%2bWj9mc%2fY5n
44.2 Received since the agenda was issued.
There were no plans deposited since the agenda was issued.

44.3 Planning Decisions

List of plans approved:
There were no plans approved prior to 2nd May 2019

List of plans refused:
There were no plans refused prior to 2nd May 2019 – come onto one later.

19/PC/45 Enforcement Notices
45.1 The committee discussed the list of enforcement notices as at 9 May 2019 circulated by the Clerk prior to the meeting.

45.2 Cllr. Peer gave an update on the situation at Mallards (item 1402), the One Stop shop. It was noted that the owner of the shop had requested access to properties either side of the shop in order to demolish buildings that contravened planning regulations. It was noted that an independent surveyor had helped the immediate neighbours on each side of the shop draft a letter in response to Jason Varley's (WBC) granting access to the properties under stringent conditions.

45.3 The Clerk confirmed that he would write letters of congratulations to the Councillors voted in for Shinfield Parish, in the recent elections.

19/PC/46 Highways, street lighting and footpath matters

46.1 Highways
Cllr. Liass highlighted the recent meeting that he had attended with Martin Stevens representing Taylor Wimpey Southern, notes of which he had circulated to the committee prior to this meeting. He noted that he had formally raised the question of moving the playground to community green space once the new traffic system was in place.

46.2 Street Lighting Matters
There were no issues raised.

46.3 Footpath Matters
Ongoing issues with footpath 20 were noted as work in progress with responsibility mostly sitting within the remit of the R&A committee.

19/PC/47 Correspondence

47.1 WBC feedback regarding the library in Spencers Wood
The intention for WBC not to make any changes to the Spencers Wood library at this time were noted and agreed that this decision presented the opportunity to now further consider community facilities in that area. Cllr. Grimes suggested that a policy framework needed to be put in place before decisions were made, to be agreed by as many stakeholders as possible, and confirmed that responsibility for progress in this area now sat with Cllr. Montgomery.

47.2 Bellway tree felling
Mr Flynn shared with the committee a response from Matthew Stanton, Head of Planning at BBOWT stating that no course of action was available regarding the recent felling of some 500 trees that had taken place in the parish and stating that Bellway were entitled to carry out the work as part of maintenance to the land that they owned. It was confirmed that there were no Tree Preservation Orders in place on the trees concerned.

47.3 Refusal of 39 houses on the land adjacent to North Lodge
Mr Flynn encouraged the committee to read the planning officers report which identified the reasons for the refusal of 39 houses on land adjacent to North Lodge. Reasons for refusal included the plans being out of character, contravening the core strategy for the area, not enough affordable housing, inadequate parking and footpath provision and no respect for the Thames conservation
area.

Mr Flynn was asked by the committee to compare comments made in the report to those in the Stanbury House report and feedback to the next Planning committee.

47.4 **Action to take regarding fake news re a young offenders Institute**

Cllr. Lias had raised concerns regarding fake news that a young offenders institute would be opening in the area. It was confirmed that this was a practical joke relating to an elderly residents accommodation/care home and therefore no action was required.

47.5 **Enforcements**

Cllr. Peer confirmed further to her meeting with Stuart Munro at WBC that David Mann was retiring and that a new Enforcements Officer had been recruited.

48.0 **Date of Next Meeting:** 19:30 hrs on Thursday 6th June 2019

The meeting ended at 9:15pm

**Action points**

<table>
<thead>
<tr>
<th>Ref:</th>
<th>Action:</th>
<th>By whom:</th>
</tr>
</thead>
<tbody>
<tr>
<td>66.2.5</td>
<td>Cllr. James to discuss progression of installation of air monitors with Clerk. Facilities Manager to arrange for electricity supply at installation sites and Clerk to arrange for Casella to fit them.</td>
<td>Cllr. James/Clerk/Facilities Manager</td>
</tr>
<tr>
<td>29.3</td>
<td>Cllr. Lias and Cllr. Boyer to discuss background to traffic issues at Spencers Wood from perspective of Taylor Woodrow and WBC.</td>
<td>Cllr. Boyer/Cllr. Lias</td>
</tr>
<tr>
<td>29.3 &amp; 66.2.8</td>
<td>FOI Requests - Parking enforcements and Affordable housing.</td>
<td>Clerk</td>
</tr>
<tr>
<td>29.4</td>
<td>Mr Flynn to continue to put together a template for contentious issues and standard comments relating to planning applications</td>
<td>James Flynn</td>
</tr>
<tr>
<td>29.4</td>
<td>Mr Flynn to make requests between meetings for information on enforcements in the parish</td>
<td>James Flynn</td>
</tr>
<tr>
<td>39.4</td>
<td>Clerk to write to contact potential candidates for Council to ask them to attend meetings.</td>
<td>Clerk</td>
</tr>
<tr>
<td>39.5</td>
<td>Clerk to inform committee of land ownership at Hyde End Lodge</td>
<td>Clerk</td>
</tr>
<tr>
<td>40.13</td>
<td>Cllr Boyer and Mr Young to discuss an approach to the traffic issues at Spencers Wood.</td>
<td>Cllr. Boyer/Mr Young</td>
</tr>
<tr>
<td>45.3</td>
<td>Clerk to write to Councillors congratulating them on their election.</td>
<td>Clerk</td>
</tr>
<tr>
<td>47.3</td>
<td>Mr Flynn to compare differences between Stanbury House and North Lodge planning officer reports and give findings to the committee.</td>
<td>James Flynn</td>
</tr>
</tbody>
</table>

**Planning stats:**

| Number of plans reviewed (Civic year to date) | 133 |