

Minutes approved on:	
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DRAFT

Minutes of a meeting of the Planning Committee held on Thursday 6 June 2019 at the Shinfield Parish Hall, commencing 19:30 hrs.

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

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

Ref Minute

119/PC/49 **Public Questions**

49.1 A resident raised the issue of barriers on Hyde End Road which were creating access issues for residents living on that stretch of road. It was **AGREED** that the Clerk would write to the highways department at WBC to raise the issue, copying in the resident, who agreed for her details to be forwarded to WBC.

19/PC/50 **Committee membership**

50.1 The Clerk requested nominations for the position of Chair of the Planning and Highways committee.

Cllr. Peer was nominated by Cllr. Lias, seconded by Cllr Boyer and duly elected as Chair for the 2018/19 civic year.

50.2 The Clerk requested nominations for the position of Vice- Chair of the Planning and Highways committee.

Cllr Lias was nominated by Cllr. Boyer, seconded by Cllr. Peer and duly elected as vice-chair for the 2019/20 civic year.

50.3 It was **AGREED** that the following members would be recommended for appointment to the Planning and Highways committee:

Cllrs. Boyer, Emmet, Grimes, Jahromi, James, Lias and Peer.

50.4 It was **AGREED** that no further members would be co-opted to the committee for the present time.

50.5 It was **AGREED** that planning and highways committee meetings would continue to take place on a monthly basis.

19/PC/51 **Apologies and declarations of members' interests**
51.1 Apologies were received from Cllr. Peyman and Cllr. Emmet
51.2 There were no declarations of interest.

19/PC/52 **Minutes of the previous meeting**
52.1 The minutes of the previous meeting of 9 May 2019 were agreed as a correct record of the meeting and signed by Cllr. Peer.
52.2 It was **AGREED** that the Clerk would seek further advice from the DPO on naming members of the public attending meetings in relation to GDPR.
52.3 It was **AGREED** that a watermark stating DRAFT would be inserted on all draft minutes going forward for additional clarity. This will be implemented for all committees.

19/PC/53 **53.1 Actions**
66.2.5 Air Quality Monitors

The Clerk confirmed that the air monitors would be operational within two weeks subject to the completion of work at both school sites by a contracted and suitably qualified electrician and installation by SPC.

29.3 Cllr. Lias and Cllr. Boyer to discuss background to traffic issues at Three Mile Cross from perspective of Taylor Woodrow and WBC.

Cllr. Lias noted that no progress had been made on this issue.

It was **AGREED** that the Clerk would request that this matter is added to the agenda of the WBC community forum taking place on 17 July with a view to raising it with B/Cllrs at a future Council meeting if no resolution was found.

29.3 FOI's Parking Enforcement FOI and 66.2.8 Affordable Housing Quotas

The Clerk confirmed that he had made further contact with WBC to obtain a response to two FOI requests that he had submitted but that none had been forthcoming. As both requests were now long outside of the statutory period it was **AGREED** that he should refer the matter to the ICO.

29.4 James Flynn to compile list of standard comments and compile a list of contentious issues

Mr Flynn confirmed that this piece of work would be completed by the end of the following week (w/c 10 June).

The committee acknowledged that, having almost completed his studies, Mr Flynn was stepping down from his role at SPC. They extended their thanks for his work and congratulated him on his new appointment and wished him all the best for his future endeavours.

39.4 Clerk to write to contact potential candidates for Council to ask them to attend meetings.

The Clerk confirmed that he had received no further contact from potential candidates. Cllr. Grimes undertook to write to them and to contact former councilor, James Reid, to see if he would be interested in returning to Council.

39.5 Clerk to inform committee of land ownership at Hyde End Lodge

The Clerk confirmed that SPC was now registered with the Land Registry. It was established that

information had been obtained on the wrong parcel of land and that the ownership issue related to a triangular parcel of land on which a sub-station was located (as per the map shown at the meeting). Cllr. Peer requested that the Clerk obtain information on when the land in question changed hand and who the new owner was.

40.13 Cllr Boyer and Mr Young to discuss an approach to the traffic issues at Spencers Wood.

Cllr. Boyer undertook to contact Mr Young to confirm that he would discuss the traffic issues with him at the meeting taking place on 15 June at the Spencers Wood recreation ground to examine facilities in the area.

Cllr. Grimes requested that the Clerk widely advertise the meeting, suggesting the Spencers Wood community, SPC and SOS facebook pages and the SPC website as potential channels.

It was **AGREED** that the Clerk would arrange for the Pavillion to be open on the day in the event of bad weather.

Cllr. Grimes undertook to remind members of Council not to express their personal opinions on social media in the name of SPC.

45.3 Clerk to write to Borough Councillors congratulating them on their election.

This item was noted as complete.

47.3 Mr Flynn to compare differences between Stanbury House and North Lodge planning officer reports and give findings to the committee.

Mr Flynn confirmed that the planning application at North Lodge had been refused based on 6 key reasons focusing on unsustainable development. He confirmed that there were a number of similarities between the planning officer's findings for Stanbury House and North Lodge. Mr Flynn undertook to circulate his report to the committee.

Cllr. Lias challenged the decision to allow a judicial review to take place in relation to Parkland when a request for a judicial review in relation to Stanbury House had been denied. Cllr Peer undertook to contact Christopher Howard, principal planning officer to find out the background to the decision.

53.2 Matters Arising

46.1 Cllr. Lias noted that he had written to Martin Stevens at Taylor Wimpey Southern requesting feedback on meetings that had taken place and the possible reduction of the speed limit at traffic lights on Church Lane. Mr Stevens had responded but was unable to assist with the request. The Clerk was asked to write to Nigel Phillips, Taylor Woodrow, for an update.

45.2 Cllr. Peer noted that the situation at Mallards was ongoing and that no further action had been taken by the enforcement team at WBC. Cllr. Peer confirmed she was closely monitoring this situation

19/PC/54

Schedule of Deposited Plans

191223

16 Monarch Drive, Shinfield, Wokingham, RG2 9EW

Proposal

Householder application for proposed erection of single story rear extension and part conversion of existing garage to provide habitable accommodation.

Comments by:

12 June 2019

Our Comments

No comment

Shortcut to Proposal:

<https://planning.wokingham.gov.uk/PartnerPortal/PartnerPortal/Default/PlanningDetails?Q=VA0l%2b0vbgg7ChkGLNIhel5tKs5zy5vgz9kctcNHwANVGaKmj1Hv2ZAPGUSmTkt4d0C9zE9dEBtAQ89oYdrGzJai3dZ3alGOi>

191293 **2 Askew Drive, Spencers Wood, Wokingham, RG7 1HG**
Proposal 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 June 2019
Our comments No Comment

Shortcut to <http://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191293&ApplicationNumber=191293&AddressPrefix=&Postcode=&ParishName=&WardMember=&DateReceivedStart=&DateReceivedEnd=&DateDecidedStart=&DateDecidedEnd=&AgentName=&ApplicantName=&ShowDecided=&DecisionDescription=&DateValidStart=&DateValidEnd=&Sort1=FullAddressPrefix&Sort2=DateReceived+DESC>

54.2 Received since the agenda was issued

191118 **14 Pascal Crescent, Shinfield, Wokingham, RG2 9FP**
Proposal Householder application for the proposed single storey rear extension following the demolition of existing conservatory.

Comments by: 26 June 2019

Our SPC reserves comment as there were no document available to view on the portal.

Comments

Shortcut to <http://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191118&ApplicationNumber=191118&AddressPrefix=&Postcode=&ParishName=&WardMember=&DateReceivedStart=&DateReceivedEnd=&DateDecidedStart=&DateDecidedEnd=&AgentName=&ApplicantName=&ShowDecided=&DecisionDescription=&DateValidStart=&DateValidEnd=&Sort1=FullAddressPrefix&Sort2=DateReceived+DESC>

Proposal:

191346 **18 Westlands Avenue Shinfield RG2 8EB**

Proposal Householder application for the proposed erection of a two-storey side extension, single storey front extension with new pitched roof over all including existing garage, part single storey rear extension to dwelling.

Comments by: 21 June 2019

Our SPC wishes to note the loss of light and overbearing impact on the house next door.

Comments

Shortcut to <http://planning.wokingham.gov.uk/FastWebPL/fulldetail.asp?AltRef=191346&ApplicationNumber=191346&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Proposal:

191020 **Littlefields land to the Rear of Croft Road Spencers wood RG2 9EX**

Proposal Application for variation of condition 2 of planning consent 161508. Condition 2 Approved details, to rationalise proposed layout and improve siting and design of scheme plans and drawings for 4No 4 bed detached dwellings.

Comments by:

Our SPC is concerned with the security gates compromising the surrounding rural area of Croft Road. Similarly, the ornate pedestrian gate proposed to access Packer Close is inappropriate for its surroundings.

Shortcut to <http://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191020&ApplicationNumber=191020&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Proposal:

54.3 Planning Decisions

List of plans approved:

1908038 **18 Westlands Avenue Shinfield RG2 8EB**

Comments N/A

by:

Our N/A

Comments

Shortcut to <http://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=190838&ApplicationNumber=190838&>

to

Proposal: [AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search](#)

List of plans refused:

171004	Land Rear of Diana Close Spencers Wood RG7 1HP
Proposal	Proposed erection of 24 dwellings with associated access, landscaping and parking
Comments by:	N/A
Our Comments	N/A

54.4 It was noted that Cllr. Boyer had identified additional applications to those listed on the agenda. Cllr. Boyer undertook to circulate instructions on how to locate relevant applications in the portal to ensure that they were picked up going forward

54.5 Cllr. Lias noted that the planning application for land to the south of Cutbush Lane was being referred back to the executive at WBC.

19/PC/55 **Enforcement Notices**

55.1 The committee discussed the list of enforcement notices as at 6 June 2019 circulated by the Clerk prior to the meeting.

55.2 Concern was expressed at the perceived lack of action taken by WBC regarding enforcements. It was **AGREED** that the Clerk should ascertain the date of the next public WBC planning committee meeting and formally request that the following question be asked:

What is the operational policy of WBC in dealing with enforcement notices?

Cllr. Grimes confirmed that he would represent SPC at the meeting and Cllr. Peer confirmed her attendance.

19/PC/56 **Highways, street lighting and footpath matters**

56.1 Highways

56.1.1 Cllr. Grimes summarised the contents of the feasibility report on A33/Mere oak Lane, circulated prior to the meeting, stating that the main objective was to understand whether the A33 could be crossed. The recommendation of the report was to investigate further a crossing south of the junction.

56.1.2 It was **AGREED** that Cllr. Grimes would ask WYG, who had carried out the feasibility study, to develop a cost plan for the scheme.

56.1.3 Cllr. Grimes asked the Clerk to request the opportunity to present on this matter at the WBC community forum taking place on 17 July.

56.1.4 It was confirmed that the feasibility study was available on the website for public viewing.

56.2 Gaining maximum benefit from the Speed Indicator Device data (SID)

56.2.1 Cllr. Boyer confirmed that placement of the SIDs had achieved between a 3% and 10% reduction in speeding in the area and stated that he was keen to increase attempts to gain support from the police on this issue.

56.2.2 Cllr. Boyer undertook to produce a graph demonstrating the difference in data when the SIDs were illuminated and 'dark' (not visible) detailing average and top speed levels. It was **AGREED** that the

Clerk should widely publicise the report using social media, including the SPC website.

56.3 Widening Hyde End Road

56.3.1 It was decided that SPC should state its position on whether it wanted Hyde End Lane to be widened but that further consideration needed to be given to the issue before its position could be clarified. It was requested that the Clerk write to WBC Highways to request that a copy of the Feasibility Study be sent by WBC, as soon as it is completed.

56.3.2 It was requested that the Clerk add this as an item to the agenda for the next Planning and Highways committee when a position statement would be tabled.

56.2 Street Lighting Matters

It was confirmed that the Clerk was writing to Katie Hughes to understand position regarding the replacement of LED bulbs in streetlights in the parish.

56.3 Footpath Matters

Information about the temporary partial closure of footpath 12 whilst works were carried out in the vicinity received from WBC was noted.

56.4 Lidl Design

The Lidl site design plan was shared with the committee. Concerns were raised regarding the potential loss of three trees on the site and it was **AGREED** that the original design brief with the loss of no trees was favoured as per the Parish Council Neighbourhood Plan and Our Villages Character Statement documents.

It was **AGREED** that the Clerk would organise a meeting with the consortium. Cllr. Peer asked for a meeting a.s.a.p. (for all Planning and possibly other members) to be arranged by Clerk to meet a Lidl representative.

19/PC/57 **Correspondence**

57.1 Village Signs

A request from a resident for village name signs to promote a sense of local identity was noted. Cllr. Lias undertook to take this forward. The Clerk was asked to write to the resident to confirm that SPC was considering options for signage.

57.2 WBC on application number 182626 Floyers Barn, 260 HER

It was confirmed that no further comment was required from SPC in respect of this planning application as all queries had been resolved satisfactorily.

57.3 Construction Traffic entering Holder Close

It was **AGREED** that the Clerk would write to the highways department at WBC to request that they enhance signage in the area in response to concerns raised by a resident by the volume of traffic entering the no through road.

19/PC/58 **Date of Next Meeting:** 19:30 hrs on Thursday 4 July

The meeting ended at 9:15pm

Action points

Ref:	Action:	By whom:
49.1	Clerk to write to the highways department at WBC regarding access on Hyde	Clerk

	End Lane	
52.2	Clerk to seek further advice from the DPO on naming members of the public attending meetings in relation to GDPR	Clerk
29.3	Clerk to request that traffic issues at Three Mile Cross be added to the agenda of the WBC community forum taking place on 17 July	Clerk
29.3	FOI's Parking Enforcement FOI and 66.2.8 Affordable Housing Quotas Lack of response to be referred to ICO.	Clerk
39.4	Cllr. Grimes to write to potential councillors them and former councillor, James Reid, to see if he would be interested in returning to Council.	Cllr. Grimes
39.5	Clerk to obtain information from land registry on when the land in question changed hand and who the new owner was.	Clerk
40.13	Cllr. Boyer to contact Mr Young to arrange to meet with him	Cllr. Boyer
40.13	Cllr. Grimes to remind Council not to express their own opinions on Social Media in the name of SPC	Cllr. Grimes
47.3	James Flynn to circulate report on North Lodge and Stanbury House findings	
47.3	Cllr. Peer to contact C Howard at WBC to find out why a judicial review is taking place in relation to Parkland but was not permitted on Stanbury House	Cllr. Peer
46.1	Clerk to write to Nigel Phillips at Taylor Woodrow for an update on recent meetings that had taken place and possible speed reduction at the Church Lane traffic lights.	Clerk
54.4	Cllr. Boyer to circulate instructions on how to use the WBC planning portal	Cllr. Boyer
55.2	Clerk to ascertain the date of the next public WBC planning committee meeting formally request that the following question be asked: What is operational policy of WBC in dealing with enforcement notices? Cllr Grimes to attend the meeting	Clerk /Cllr. Grimes
56.1.2	Cllr. Grimes to ask WYG, to develop a cost plan for a crossing on the A33 to Mere oak from Grazeley	Cllr. Grimes
56.1.3	Clerk to request a slot at the community forum on 17 July to speak about the crossing	Clerk
56.2.2	Cllr. Boyer to produce a graph demonstrating the difference in data when the SIDs are illuminated and 'dark' (not necessarily visible) and detailing average and top speed levels. Clerk to publicise.	Cllr. Boyer/Clerk
56.3.2	Views of Residents to be sought on widening of Hyde End Lane at forum and poll to be run on SPC website	Clerk and Cllrs.
56.3.3	Hyde End Lane widening to be added to next planning committee agenda to confirm position	Clerk
54.4	Clerk to arrange meeting with consortium. Clerk to organise a meeting with Cllr. Peer, Lidl and WBC Planning	Clerk
57.1	Clerk to write to the resident to confirm that SPC was considering options for village signs stating which area is which.	Clerk
57.3	Holder Close - Clerk to write to the highways department at WBC to request that they enhance signage in the area in response to concerns raised by a resident by the volume of traffic entering the no through road.	Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	5
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