

Minutes approved on:	
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Minutes of a meeting of the Planning Committee held on Thursday 5 September 2019 at the Shinfield Parish Hall, commencing 19:30 hrs.

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

Attending: Mr. M. Balbini (Clerk), Mrs. J. Skidmore (Committee Secretary), Cllr. E Brown, Mr Young and Mr Dean, a resident.

Ref Minute

19/PC/80 Public Questions

Mr Dean, a resident of Great Lea, Three Mile Cross raised the issue of the rise in the number of HGV's using the road and as a result mounting the pavement in order to pass each other. The increase appeared to relate to the road being used for construction traffic for Green Park Village and the train station.

Mr Dean expressed concern for the safety of residents and noted the damage that was being done to pavements and road surfaces. It was also noted that the road was a designated cycle route.

Mr Dean had written to WBC to highlight the problem and had received a response acknowledging the issue but stating that they were not in a position to take action. It also stated that the road had an excellent safety record and that speeding was an issue for the police. He therefore requested the help of SPC to address the issue.

Cllr. Grimes noted that whilst HGV traffic was likely to decrease after construction was complete, traffic issues on Hartley Court Road would be ongoing as no vehicle access to the new train station from that direction meant people were likely to park on the road.

Mr Dean was encouraged to use Fix My Street on the WBC website to report specific damage.

It was **AGREED** that the Clerk would write to WBC (copying in the four relevant B/Cllrs) and RBC regarding the issue and locate the CMEP logistics plan lodged with RBC in order to see what was stated on construction traffic. The Clerk was asked to note to WBC that this was an example of how CMEP was not being managed within the parish

It was also **AGREED** that both Mr Dean and the Clerk would write to the speed watch team at Thames Valley Police regarding the speeding issue.

Members were asked to gather photographic evidence.

Mr Dean thanked the Council and left the meeting.

19/PC/81 Apologies and declarations of members' interests

81.1 Apologies were received from Cllrs. Peer and Jahromi

81.2 There were no declarations of interest.

19/PC/82 **Minutes of the previous meeting**

82.1 The minutes of the previous meeting of Thursday 20 August 2019 were agreed as a correct record of the meeting and signed by Cllr. Lias.

19/PC/83 **83.1 Actions**

49.1 Clerk to write to the highways department at WBC regarding access on Hyde End Road. Raise the issue of poor grounds maintenance at the 3 September meeting with Matt Gould, WBC on site at Hyde End Road re issues caused by the installation of barriers.

The Clerk noted that he was awaiting confirmation of a meeting date from Matt Gould who had been on annual leave.

Cllr. Boyer suggested that if no progress was made with WBC, a request could be made to Reading University for the installation of a pedestrian gate next to the metal gate, funded by SPC.

Cllr. Grimes confirmed that he had discussed maintenance and security of the Hyde End Road footpath with Andy Glencross, WBC.

It was **AGREED** that in principle SPC was prepared to maintain the path however the Clerk was asked to obtain a letter from Reading University seeking permission to carry out maintenance and if authorised seeking assurance that SPC would be insured. It was requested that Andy Glencross was copied in on the letter.

29.3 Clerk to request that traffic issues be added to the agenda of the WBC community forum taking place on 17 July and obtain information as to areas within the parish these penalty notices had been issued

It was **AGREED** that due to progress being made by WBC in relation to parking that no further action was required at this time.

54.4 Cllr. Boyer to provide training on how to use the WBC planning portal

This item was noted as ongoing.

56.3.2 Cllr. Grimes to add widening of Hyde End Road to community forum agenda and Clerk to ascertain the official WBC position on the widening of Hyde End Road and find out why the parish council has not been consulted.

The Clerk confirmed that he had spoken with WBC who had stated that the widening of Hyde End Road was still at design stage and noted that the item had been added to the agenda of the community event taking place on 14 October.

54.4.4 Clerk to arrange meeting with consortium

It was noted that despite numerous attempts no progress had been made in securing a meeting with the consortium. It was **AGREED** that the Clerk would write to B/Cllr Munro copying in the other three local B/Cllrs to escalate the issue.

74.1 Ref Planning Application 170433 - Cemex

Cllr. Grimes confirmed that he and Cllr. Peer had met with representatives of Aborfield Parish Council to see how they might work together. Agreement had been reached on the position of both parish councils that the planning application lacked input on certain subjects that were important to them.

It had been agreed that a 20k budget would be set aside for legal representation and consultancy. A baseline report on air quality monitoring data would be presented to members at the next Council meeting.

Cllr. Grimes also noted that he had met with the General Manager of Farley Farms to discuss the matter.

78.6 Parking in Spencers Wood

The Clerk confirmed that this had been added to the agenda of the next Council meeting

78.7 Woodland Trust – Free trees - to be referred to R&A next meeting

The Clerk confirmed that this item had been added to the agenda of the next R&A meeting.

78.8 Highways authority proposals for the junction of Three Mile Cross and Basingstoke Road to be added to agenda item of next Council meeting

The Clerk confirmed that this item had been added to the agenda of the next Council meeting.

83.2 Matters Arising

There were no further matters arising.

19/PC/84 **84.1 Schedule of Deposited Plans**

191718 8 Jordan Close Spencers Wood Wokingham RG7 1BT
Description:
Householder Application for the proposed single storey side/rear extension plus insertion of 6no. rooflights following the demolition of existing rear extension to existing dwelling.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191718&ApplicationNumber=191718&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments No comment

191981 Shalom Basingstoke Road Three Mile Cross RG7 1AR
Description:
Householder Application for the proposed single storey outbuilding (to form summer room and gymnasium) to existing dwelling

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191981&ApplicationNumber=191981&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments This application is acceptable to SPC provided that it is a condition that it is restricted to non-habitable accommodation/use.

192029 Little Orchard Croft Road Spencers Wood Wokingham RG7 1DR
Description:
Householder Application for the proposed single storey extension plus insertion of 1no. roof lantern to rear and changes to fenestration to first floor side to existing dwelling.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=192029&ApplicationNumber=192029&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments SPC requests that the window in the 1st floor dressing room contains obscure glass to prevent overlooking into neighbouring property

192129 60 Woodcock Court Three Mile Cross RG7 1BZ
Description:
Householder application for proposed garage conversion (part retrospective).

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=192129&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

No comment

191097 6 Moorhen Court Three Mile Cross Wokingham RG7 1GY
Description:
Householder application for the proposed conversion of existing garage to create habitable accommodation.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191097&ApplicationNumber=191097&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments No comment

191671 255 Hyde End Road Spencers Wood Wokingham RG7 1DA
Description:
Householder application for the proposed part conversion of existing garage to create habitable accommodation, plus internal alterations and changes to fenestration.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=191671&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments No comment

192114 Land To The East Of Church Lane South of Brookers Hill
Description:
Prior approval submission for the proposed access and gate.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=192114&ApplicationNumber=192114&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments No comment

191792 28 Cutbush Lane West Shinfield, Shinfield Rise RG2 9AH
Description:
Householder application for the proposed erection of a single storey rear extension with the insertion of 1 no. roof light, following demolition of existing rear extension.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191792&ApplicationNumber=191792&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments No comment

191250 289 Hyde End Road Spencers Wood Wokingham RG7 1DB
Description:
Householder application for the proposed erection of a single storey front extension to form porch, single storey rear extension and raising of the roof, insertion of 5 no. dormers, 3 no. roof lights and changes to fenestration.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191250&ApplicationNumber=191250&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments	No comment
191853	6 Leyland Gardens Shinfield Wokingham RG2 9AN Description: Householder application for a single storey side/rear extension plus insertion of 1no roof light in front elevation
Shortcut to proposal	https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191853&ApplicationNumber=191853&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search
Our comments	No comment
191655	Crosfields School Shinfield Road Shinfield RG2 9BL Description: Full planning application for the proposed erection of a new senior school building, re-configuring of two entrances and demolition of existing white building.
Shortcut to proposal	https://planning.wokingham.gov.uk/FastWebPL/detail.asp?AltRef=191655&ApplicationNumber=191655&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search
Our comments	Shinfield Parish Council objects to this application on the grounds that the travel plan is inadequate and provides insufficient data on how additional vehicles on already congested roads will be avoided.
Late List	
192183	APPLICATION FOR WORKS TO PROTECTED TREE(S)TPO 776/1996, G1 G1, 19 no. Wellingtonia trees - Install a ditch which will run parallel to the road and would be 3.5m - 4m from the trunk of the trees. It would be 150mm (6 inches deep). A mound would be created with this soil approx 150mm (6 inches high). The ditch would be approx 300mm (1 foot) wide.
Shortcut to proposal	https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=192183&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search
Our comments	No comment
192023	Householder application for the proposed erection of a single storey side/rear extension, first floor side extension, plus the insertion of 1 no. roof light.
Shortcut to proposal	https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=192023&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search
Our comments	No comment
191815	Full application for the erection of a two storey dwelling adjacent to 44 Falcon Avenue, creating 2no. 2 bedroom flats with associated parking and rear gardens.
Shortcut to proposal	https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=191815&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search
Our comments	No comment

192090 Land adjacent to Land end Farm.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=192090&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments SPC considered the application would be acceptable if traffic management issues are resolved. We are concerned about entry and suggest that the system used at Waitrose in Wokingham provides an appropriate solution.

84.2 Planning Decisions

List of plans approved:

191651 Silver Meadow Primary School Alder Grove Shinfield Reading RG2 9RA

Description:

Full planning application for the proposed temporary use of the upper floor of school (D1) building to provide office accommodation (B1) for a 5-year period until the school is fully occupied.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=191651&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

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

Description:

Application for variation of condition 2 of planning consent 161508 for the erection of 4no. four bedroom detached dwellings, dated 22/12/2017. Condition 2 relates to approved details. Changes include changes to plans and elevations including changing a pair of semi-detached dwellings into two detached dwellings; removal of a car port; relocation of car port of plot 1; addition of security gates to front and rear access; change part of block paving and tarmac driveway to gravel and relocate refuse and recycling collection point to new position.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=191020&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

191661 1a Grovelands Road Spencers Wood Wokingham RG7 1DP

Description:

Householder Application for the proposed single storey extension plus insertion of 2no. rooflights to rear to existing dwelling.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=191661&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

190804 58 Clares Green Road Spencers Wood Wokingham RG7 1DX

Description:

Householder application for the proposed single storey rear and side extension to existing dwelling plus enlargement of existing first floor rear dormer window.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=190804&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

List of plans refused:

191406 The Forge Basingstoke Road Three Mile Cross RG7 1AT

Description:

Application for a certificate of existing lawful development for the former garage building has been used as an office associated with the printing business, continuously, since Fine Images moved to The Forge in 2007.

- Shortcut to proposal 191595 <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=191406&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>
 241 Hyde End Road Spencers Wood RG7 1BU
 Description:
 Full planning application for the proposed erection of 1no. 4 bedroom dwelling.
- Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=191595&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

List of Plans Appealed

- 181780** 32 Leyland Gardens Shinfield Wokingham RG2 9AN
 Description:
 Householder application for the proposed erection of single storey side/front extension plus first floor side/front/rear extension to dwelling.

Dismissed

- 19/PC/85 **Enforcement Notices**
 The Clerk confirmed that there was no enforcement report available for the period as the person responsible for circulating it at WBC was on annual leave.

Cllr. Lias shared with members photographs of Carneys yard depicting heavy goods vehicles parked against restrictions in place.

It was **AGREED** that the Clerk would forward the evidence to WBC, copying in the four local B/Cllrs, reminding them to act on the enforcement in place.

- 19/PC/86 **Highways, street lighting and footpath matters**

86.1 Highways

Cllr. Grimes provided an update of the consultancy work taking place in respect of a proposed pedestrian crossing at Mere oak noting the cost of taking the project to full design would be 101k plus VAT.

The commission by Cllr. Grimes of a design estimate featuring costings and timings from WRG, quoted at 5k plus VAT, to ascertain the overall value of the scheme on the basis to enable discussions to be held with WBC on how they might support the project was **APPROVED**.

86.2 Lighting Matters

There were no lighting matters.

The Clerk undertook to ascertain whether there had been a reduction in electricity costs since the introduction of LED streetlights in the parish.

86.3 Footpath Matters

Cllr. Brown gave an overview of his report circulated prior to meeting expressing concerns that the draft Public Rights of Way improvement plan 2020 – 2030 published by WBC, on which he was reporting, did not meet the needs of SPC given the expected population growth in the parish of 73% by 2026. With a predicted increase in traffic the need for footpath safety to be improved was highlighted. It was noted that views in the report were Cllr. Brown's opinions not necessarily fact.

It was confirmed that the main points raised in WBC's improvement plan focused on the following areas and not listed in order of priority:

- Improving footpath information for the public

- Creating more links between villages
- Encouraging use of the footpath network
- Access for all - consider those with restricted mobility
- Looking after the network - maintenance
- Planning for the future - funding and sustainability

Although priority ratings had been outlined in the plan these were funding dependent.

The introduction of an interactive map detailing locations of all Shinfield public rights of way and future SANG numbered permissive paths was being worked on which would be available through the SPC website.

Concerns were raised over the impact of any development by CEMEX on the proposed riverside walk which crossed land owned by CEMEX though the planning application had stated that there would be a way through.

Reading University were producing an 'Easy Walks' leaflet around Langley Mead for all ability walkers and, when development allowed, further walk leaflets would be produced by SPC in conjunction with Reading University and WBC.

In respect of permissive footpaths the Loddon Valley Ramblers had proposed to WBC a SANG related numbering system that pin points locations of paths without inferring ownership.

Members discussed the views on various footpaths put forward by Cllr. Brown.

Cllr. Brown was thanked for providing an excellent report.

It was noted that a response to the consultation needed to be made to WBC by 26 September and **AGREED** that Cllr. Brown and Cllr. Lias would produce a covering note to the report providing a list of bullet points to feedback to WBC for approval at Council on 16 September.

19/PC/87 **Great Lea Road and Pavement Traffic**
See item 19/PC/80 above.

19/PC/88 **88. Correspondence Items**

88.1 Developer Issues raised by resident

The Clerk noted correspondence from a resident relating to various developer matters and undertook to provide a response to him noting that most of the issues had now been resolved or were in progress. In respect of a possible missing play area the Clerk undertook to speak with Connor Corrigan, WBC for clarification.

88.2 WBC Feedback on adopting process for new infrastructure

The Clerk highlighted a request from CEM Wokingham asking for feedback on SPC's experience of the adopting process for new infrastructure.

It was **AGREED** that the Clerk would put together a response for the approval of Cllr. Lias stating that SPC would be happy to take on the management of assets provided that:

1. They are clearly identified
2. Registered to SPC
3. Come with sufficient funding to maintain drawn down through section 106
4. There is a clear schedule of assets being created
- 5 There is a clear definition of what is a parish council asset and what is a Council asset.

19/PC/89 **Date of Next Meeting:** 19:30 hrs on Thursday 3rd October 2019

Exclusion of the Press and the Public It was resolved that, in view of the confidential nature of the business transacted in relation to personal and business information, public interest that the public and press were excluded and asked to withdraw from the next items on the agenda.

Proposer: Cllr. Grimes

Seconder: Cllr. James

Unanimously agreed

19/PC/90 Resurfacing of footpath

Ian Young gave an overview of the research work he had been doing in relation to resurfacing part of footpath 11 and presented three quotes for consideration.

A discussion took place comparing the content of the quotes noting the difference in which tasks had been quoted for. All quotes provided protective measures for four trees along the path.

It was confirmed that the quotes had been discussed with Nigel Frankland at Reading University.

It was proposed that the committee set aside up to 25k to include fees, contingency and VAT for a grant to Reading University to procure a contractor within their process for the restoration of footpath 11.

Proposer: Cllr. Grimes Seconder: Cllr. Emmet

It was **AGREED** that Ian Young and the Clerk would arrange a meeting with Nigel Frankland to discuss the possible grant.

The meeting ended at 10:06

Action points

Ref:	Action:	By whom:
49.1	Clerk to invite Matt Gould, WBC to meet on site at Hyde End Road to discuss issues caused by the installation of barriers. Clerk to obtain a letter from Reading University seeking permission to carry out maintenance and if so seeking assurance that SPC would be insured. It was requested that Andy Glencross was copied in on the letter.	Clerk
54.4	Cllr. Boyer to provide training on the WBC planning portal to planning members.	Cllr. Boyer
56.3.2	Cllr. Grimes to add widening of Hyde End Road to community forum agenda	Cllr. Grimes
54.4.4	Clerk to write to B/Cllr Munro copying in B/Cllrs to escalate issue of consortium meeting.	Clerk
80.0	Clerk to write to WBC (copying in the four relevant B/Cllrs) and RBC regarding traffic issue at Great Lea and locate the CMEP logistics plan lodged with RBC in order to see what was stated on construction traffic. Clerk to note to WBC that this was an example of how CMEP was not being managed within the parish. Clerk to write to the speed watch team at Thames Valley Police	Clerk Clerk
85.0	Clerk to forward evidence of HGV on Carneys yards to WBC and B/Cllrs reminding them to act on enforcement.	Clerk
86.1	Cllr Grimes to commission WRG to carry out a design estimate in relation to the proposed pedestrian crossing at Mere oak	Cllr. Grimes
86.2	Clerk to ascertain whether there had been a reduction in electricity costs due to LED usage	Clerk
86.3	Cllr Brown and Cllr. Lias to put together bullet points in response to Right of Way improvement plan for presentation to Council on 16 September	Cllr. Brown and Cllr. Lias
88.1	Clerk to speak to Connor Corrigan regarding possible missing playground	Clerk
88.2	Clerk to put together response for WBC on adoption process for approval of Cllr. Lias.	
90	Ian Young and Clerk to meet with Nigel Frankland to discuss footpath 11 and	Clerk

	grant	
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Planning stats:

Number of plans reviewed (Civic year to date)	38
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