

Minutes approved on:	
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Clerk: Mike Balbini
Shinfield Parish Hall
School Green
Shinfield
Reading
RG2 9EH
Tel: (0118) 988 8220
E-mail: clerk@shinfieldparish.gov.uk
www.shinfieldparish.gov.uk

DRAFT

Minutes of a meeting of the Planning Committee held on Thursday 6 February 2020 at the Shinfield Parish Hall, commencing 19:30 hrs.

Present: Cllrs P Emmet, A Grimes, L James, D Lias (Ch), P Jahromi

Attending: Mike Balbini (Clerk) and two residents.

Ref Minute

20/PC/10 Public Questions

10.1 A resident asked the committee for their position on the proposed gravel extraction site at land West of Basingstoke Road, Spencers Wood. He acknowledged that the site was located in Swallowfield Parish but enquired as to whether the two councils would work together on a response.

10.2 Cllr Grimes responded that the proposed extraction site did not meet with the logistics plan for easy access and rail heads. Cllr Lias added that the site was located near to a river raising concerns of contamination issues.

It was **PROPOSED** that SPC opposed the plan.

Proposer: Cllr. Emmet Seconder: Cllr. James Unanimously agreed.

10.3 Miss Rance raised an issue on behalf of Shinfield Infants School regarding the potholes and general state of the road ("Bye-way") in front it. Delivery lorries were experiencing difficulties in driving over the potholes and she wished to understand who owned the road and who had responsibility for repairing it.

10.4 Cllr Grimes stated that the road to the school had been upgraded so that delivery lorries could enter, turn around and leave the same way. This had been specified in the planning application and lorries should not be continuing along the bye-way and exiting at the junction with Hyde End Road. Miss Rance thanked the committee. The Clerk was instructed to send a letter to the head teacher to clarify the situation.

20/PC/11 Apologies and declarations of members' interests

11.1 Apologies were received from Cllr. Peer, Cllr. Boyer, Cllr. Darley and committee secretary Jo Skidmore. It was **AGREED** that Cllr. Lias would chair the meeting.

11.2 There were no declarations of interest.

20/PC/12 Minutes of the previous meeting

12.1 The minutes of the previous meeting of Thursday 9 January 2020 were agreed as a correct record of the meeting and signed by Cllr. Lias.

13.1 Actions**85.0 Clerk to follow up enforcement action taken at Carneys Yard**

The Clerk confirmed that the enforcement officer dealing with the issue was Paul Davies whom he would request a monthly update from. Initial contact had been made with West Berkshire Council regarding the environmental concerns. After a discussion with members the Clerk undertook to revert to West Berkshire Council advising that lorries were stored on un-made land therefore oil and other liquid contaminants are leaching into the ground and water course with no protection.

49.1 Clerk to write to resident to confirm action taken to date regarding pedestrian access.

The Clerk confirmed that he had contacted N Frankland, UoR who had informed the Clerk that creating a crossing would entail a significant health and safety survey and review resulting in a much longer timeframe than anticipated. Members requested that the Clerk continue discussion to see if a simple resolution could be achieved. Cllr Lias offered to discuss the issue with N Frankland if it would help.

97.1 Clerk to obtain traffic enforcement policy from WBC website.

The Clerk confirmed that he had obtained the policy and circulated it to members

90.0 Cllr James to produce text regarding our legal framework to place in our Standing Orders regarding our procedure for contracts and work orders.

Cllr James reported that a meeting had been arranged by the Clerk for 10th Feb 2020 to meet with MEA, the Community Centre Employers Agent in respect of project managing additional projects for SPC. Legal framework text would come out of that meeting.

115 Clerk to provide update on the provision of a tool from Charlie Harding to get usable data from the air quality monitors

The Clerk confirmed that information had been received and that levels of pollution were very low. It was noted that the monitor in Lambs Lane school was perfectly situated to measure any contamination from the proposed gravel extraction site at land west of Basingstoke Road, Spencers Wood.

116.3 Cllr. Grimes to consult B/Cllr Frewin on role in public enquiry on development plans for South Cutbush Lane – Clerk to obtain a copy of the Annual report detailing housing numbers

The Clerk confirmed that he had obtained and circulated the report to members.

7.1 Cllr. Lias to draft a letter to WBC outlining the requests in relation to speeding measures, asking what needed to be done by SPC to move them forward and asking for a resource to be allocated to assist SPC

This item was noted as ongoing – additional information to add e.g. Fatal RTA in Grazeley.

9.1 Stanbury House review – Clerk to request 3-month extension to allow time to consider Spencers Wood and what was appropriate

The Clerk confirmed that the request was refused. WBC did however confirm that they would not make an immediate decision and that there would be a window of up to 6 weeks.

9.2.2 Clerk to arrange for link to pothole issue log on WBC website to be added to SPC website

It was noted that this would be completed on 7th February.

9.2.3 Clerk to respond to resident on issue of potholes and car damage to refer them to WBC highways or the estate developer noting that SPC does not have responsibility

This item was noted as complete.

9.3 Clerk to obtain letter to Secretary of State sent previously by SPC

The Clerk confirmed that the letter had been obtained and circulated to members.

13.2 Matters Arising

There were no further matters arising

19/PC/14

14.1 Schedule of Deposited Plans

193194

Site Address: 22 23 And 24 Smallmead Cottages, Kirtons Farm Road Reading RG30 3UT

Description: Full application for the proposed erection of part two storey part single storey front extensions and single storey rear extensions to nos. 22, 23 and 24 Smallmead Cottages, following demolition of existing single storey front extensions and rear porch. Erection of single storey side extensions to nos. 22 and 24 and addition of front dormer to no. 23, plus changes to fenestration including 4 no. rooflights, modifications to existing chimneys and rear dormers and provision of 3 no. car ports to the front of the dwellings.

Shortcut to proposal

<https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=193194&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments

No Comment

192947

Site Address: Floyers Barn 260 Hyde End Road, Spencers Wood, Wokingham, RG7 1DL

Description: Full planning application for the proposed single storey rear extension plus conversion of existing single storey dwelling into 3no. self contained units.

Shortcut to proposal

<https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=192947&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments

Acceptable provided the roadside fence is reinstated

193316

Site Address: 26 Century Drive, Spencers Wood, Wokingham, RG7 1PE

Description: Householder application for proposed erection of a single storey rear extension including the insertion of 1no. rooflight.

Shortcut to proposal

<https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=193316&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments

No comment

200049

Site Address: 19 Devitt Close, Shinfield Wokingham, RG2 8EF

Description: APPLICATION FOR WORKS TO PROTECTED TREE(S)TPO 1707/2019, T1 and T2 T1, Oak - Remove major deadwood and reduce back by up to 3 meters to clear building of number 19. T2, Poplar - Re-pollard tree back to previous pollard points.

Shortcut to proposal

<https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=200049&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our

No comment

comments

200102 Site Address:
Pulleyn Transport Ltd Church Lane Three Mile Cross Wokingham RG7 1HB

Description: Application to vary conditions 2 and 4 of planning consent 161631 for the demolition of existing office building and erection of a cold store warehouse (B8 use class), with ancillary drivers rest accommodation with associated parking and landscaping, the closing of the existing access with formation of a new means of access. Condition 2 refers to the approved documents and condition 4 refers to details of hard and soft landscaping. The variation is in order to relocate the new boundary fence and gates.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=200102&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments No comment

200076 Site Address: 12 Kendal Avenue Shinfield Wokingham RG2 9AR

Description: Householder application for the proposed erection of a first floor side and part single part two storey side/ rear extension, single storey front extension to form porch plus part garage conversion to create habitable accommodation following part demolition of rear of existing garage.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=200076&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments No comment

200060 Site Address: 16 Wyncote Close Shinfield Wokingham RG2 8EQ

Description: Householder application for the proposed erection of a single storey side/rear extension, side dormer extension and loft conversion to create habitable accommodation.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=200060&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments Acceptable provided that the privacy of the adjacent property is respected

192874 Site Address: Shinfield Court Church Lane Three Mile Cross Wokingham RG7 1HB

Description: Full application for the proposed erection of a Montessori Nursery, Community Use Studio, Caf  with kitchen, car parking and vehicle access, following demolition of existing derelict farm buildings.

Shortcut to proposal <https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=192874&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

Our comments Acceptable provided traffic management for access/egress and of pedestrian movement is carefully planned

15.2 Late List

There were no late submissions.

15.3 Planning Decisions

List of plans approved:

193161 Site Address: Church Lane Grazeley RG7 1LD

Description: Householder application for the proposed alterations to layout and elevations and creation of ancillary residential accommodation along with changes to fenestration.

<https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=193161&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

List of plans refused:

There were no plans refused.

List of Plans Appealed

171004

Site Address: Land Rear Of Diana Close Spencers Wood RG7 1HP

Description: Proposed erection of 24 dwellings with associated access, landscaping and parking

<https://planning.wokingham.gov.uk/FastWebPL/results.asp?ApplicationNumber=171004&AddressPrefix=&Postcode=&KeywordSearch=&Submit=Search>

20/PC/16 **Enforcement Notices**

It was confirmed that no enforcement update had been received

20/PC/17 **Highways, street lighting and footpath matters**

17.1 Highways

There were no highways issues raised other than that noted in item 10.3 above.

17.2 Lighting Matters

There were no lighting matters.

17.3 Footpath Matters

The Clerk explained that footpath 11 was on land belonging to the UoR and that maintenance was their responsibility. Hoggins was an acceptable material for use on that path and the UoR would continue to maintain at their cost.

Following complaints by residents the Council felt that hoggins was not suitable in the winter as the path became waterlogged it was **AGREED** that the Clerk should obtain a quote for upgrading the path to tarmac to alleviate the problem prior to the F&GP meeting. It was noted that future maintenance would remain the responsibility of the UoR.

20/PC/18 **Air Quality Monitoring**

See item 20/PC/13 115

20/PC/19 **Correspondence Items**

19.1 Colucci's Ltd – New premises License for the Forge, Three Mile Cross, RG7 1AT

It was **PROPOSED** that the no comment statement that had been prepared be **APPROVED**.

Proposed: Cllr. P Emmet Secoded: Cllr. L James Unanimously Agreed

19.2 Spencers Wood Village Centre Traffic Survey and Associated Parking Terms of Reference

The Clerk stated that he had not been able to get a response from WNC regarding the traffic survey in Spencers Wood and suggested that to pursue this in a reasonable timescale the committee could consider asking RPS to carry it out having carried out similar work in the area recently. The Committee **AGREED** that the Clerk should approach RPS for a quote noting that a budget of up to £15K had previously been approved.

19.3 Local Plan Update and meeting at Grazeley Village Hall

The committee approved that it should recommend to the Full Council that it obtain professional advice to produce an evidence based argument against the proposed house build. This was proposed by A Grimes and seconded by P Jahromi.

19.4 Hollow Lane Bus Shelter

A request was made to turn the hollow lane bus shelter around to its original position with the glass nearer the road to stop water splashing onto the passengers waiting to use the bus. The Clerk was asked to contact WBC to progress this.

19.5 Speeding in Grazeley

Following a fatal collision in Grazeley the Parish Council had been asked by the police and the house owner for SID data which it had provided. The Committee **AGREED** to send a letter to the resident stating that the Parish Council would continue its campaign to reduce speeding in the area.

20/PC/20 Date of Next Meeting: 19:30 5th March 2020

The meeting ended at 21:30

Action points

Ref:	Action:	By whom:
85.0	Clerk revert to West Berkshire Council advising that lorries were stored on un-made land therefore oil and other liquid contaminants are leaching into the ground and water course with no protection and ask for monthly update from WBC enforcement officer.	Clerk Cllr. Emmet
49.1	Clerk to continue conversation with Nigel Frankland re installation on pedestrian access onto Hyde End Road to see if the process could be simplified.	Clerk
90.0	Cllr James to produce text regarding our legal framework to place in our Standing Orders regarding our procedure for contracts and work orders.	Cllr. James
115	Clerk to provide update on the provision of a tool from Charlie Harding to get usable data from the air quality monitors	Clerk
7.1	Cllr. Lias to draft a letter to WBC outlining the requests in relation to speeding measures, asking what needed to be done by SPC to move them forward and asking for a resource to be allocated to assist SPC.	Cllr. Lias
10.4	Clerk to send letter to headteacher of Shinfield Infant School clarifying access routes to it for lorries	Clerk
17.3	Clerk To obtain quote for tarmacking footpath 11	Clerk
19.2	Clerk to approach RPS for quote to carry out traffic survey in Spencers Wood	Clerk
19.4	Clerk to ask WBC to move Hollow Lane bus stop around to original position to avoid passengers being splashed.	Clerk
191.5	Clerk to write to resident in Grazeley to confirm that SPC was campaigning to reduce traffic speed in the area.	Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	92
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