

**To all members of Planning & Highways Committee**

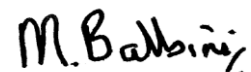
Notice is hereby given and you are summoned to attend a zoom virtual meeting of the Planning and Highways Committee [on Thursday 02 July 2020, commencing 19:30 hrs.](#)

Since this meeting is being held virtually due to the COVID 19 restrictions the following applies regarding resident's participation in the meeting:

Residents wishing to raise questions at agenda point 1, (Public Questions) are invited to either:

- Email the Clerk that you wish to be electronically invited to attend the meeting. The virtual meeting platform will be zoom and individual invitations sent out
- Email your question to the Clerk on [clerk@shinfieldparish.gov.uk](mailto:clerk@shinfieldparish.gov.uk) and your question will be read out by the Clerk at the meeting
- Post or hand deliver your question to the Shinfield Parish Hall, School Green, Shinfield, Reading, RG2 9EH and your question will be read out by the Clerk at the meeting

All questions, or requests to join the zoom meeting electronically, received by 5PM Wednesday 01 July 2020 will be included in and invited to the meeting.



Mr. M Balbini, Clerk  
24<sup>th</sup> June 2020

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

**Agenda**

**1. Public questions**

To receive and consider public questions and comment.

**2. Apologies for absence and declarations of members' interests**

2.1 To receive and consider acceptance of apologies.

2.2 To receive members' declarations of interest relating to the business of the meeting.

**3. Minutes of the previous meeting**

3.1 To consider approval of the minutes of 04.06.2020 as a correct record of the meeting (attached).

3.2 To receive information on matters arising from the minutes and action points.

**4. Schedule of deposited plans**

4.1 During the COVID lockdown planning applications are being reviewed weekly.

4.1.1 To **RECEIVE** and **CONSIDER** the Terms of Reference for the Monday Planning Email (circulated prior to the meeting and attached)

4.1.2 To **CONSIDER** the strategy and rationale for the continuance of the Monday Planning Meeting since the P&H committee has returned to monthly meetings

4.2 Planning decisions and appeals (see 4.2 below)

**5. Enforcement update**

5.1 No enforcement table received.

5.1.1 To **RECEIVE** a verbal update from the Clerk on the meeting being arranged with WBC on enforcement

5.1.2 To **RECEIVE** a verbal update from the Enforcement WP on progress

**6. Highways, street lighting and footpath matters**

6.1 To receive information on highways and associated matters.

6.1.1 To **RECEIVE** a verbal update on the status of the request sent to WBC on Village gates

6.2 To receive information on street lighting matters.

6.3 To receive information on footpath matters

6.3.1 To **RECEIVE** a verbal update on the status of the footpath from Shinfield Meadows to Hyde End Road

**7. Correspondence items**

To consider correspondence items received:

7.1 To **NOTE** a report of an Audit of Stiles in Wokingham Borough Council (attached)

**8. Project Schedule**

8.1 To receive and note the Project Schedule (Information circulated to members and attached)

**9. Date of next meeting**

To confirm the date of the next meeting

**Item 4.2 Planning decisions**

<b>List of plans APPROVED</b>
NONE

<b>List of Plans APPEALED</b>
NONE.