

Minutes of a meeting of the Planning and Highways Committee held on Thursday 10 December 2015 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

Present: Cllrs P Emment, J Greenway, P Hughes, D Peer (Ch).

Attending: K Hughes (Assistant Clerk), Mr A Ward (Resident), Mr Dennis Hind (Resident), Mrs Sheila Davis (Resident), Mrs June Allen (Resident) and Mrs Fiona Nunn (Resident)

15/PH/70 Public questions

West Berkshire council consultation on Proposed Submission Housing Site Allocations Development Plan Document

Mrs Fiona Nunn requested the parish council's support in writing to West Berkshire council to object to the proposal for a traveller's site at Clappers Farm. She highlighted the lack of amenities within the locality. Mrs Nunn reported that there is a covenant in place preventing the use of the land for this purpose, but it was noted that the covenant may already be broken by the existing use of the site for caravan storage.

Members recommended that Mrs Nunn seek legal advice on the covenant situation, and also liaise with Swallowfield Parish Council.

Members thanked Mrs Nunn for bringing the West Berkshire Council consultation to the council's attention, as no formal notification had been received.

Mrs Nunn left the meeting at 20:00hrs

The Assistant Clerk was asked to draft a letter to West Berkshire Council, to be reviewed at the 21st December planning meeting.

Spencers Wood Post Office Signage

Mr Hind, Mrs Davis and Mrs Allen spoke to members about application 153032 – an application for advertising consent for a new fascia sign and projecting sign for Spencers Wood Post Office.

Members noted that the work has already been carried out.

The residents raised concerns about delivery vehicles that are parking across driveways to unload goods and about waste packaging being stored outside the shop. Members recommended that residents contact the local police to report incidents when their driveways are blocked, and flag up concerns about littering to the borough council.

Residents complained that calls to the planning enforcement officer at Wokingham Borough Council had not been returned and members advised that the residents contact Marcia Head at Wokingham Borough Council to register their concerns.

Mr Hind, Mrs Davis and Mrs Allen left the meeting at 20:25hrs

2 Hollow Lane

Mr Ward spoke to members about concerns over application 153142 for the redevelopment of the Faulkners Heating site at School Green. He spoke to members about his right of access to the rear of his property and his garage, which, from plan drawings, appears to have been blocked.

Mr Ward left the meeting at 20:45hrs

15/PH/71 Apologies and declarations of members' interests

Our comment	No comment
153011 Proposal	ATM Roman Road Service Station, Basingstoke Road, Spencers Wood, Berkshire F/2014/2691 Variation application to conditions 16 and 26 of planning consent F/2014/2691 for the demolition of the existing canopy and buildings and the removal of underground tanks together with the construction of a new forecourt and canopy, a new sales building with a Subway concession, new underground tanks, two new jet wash bays and drive thru car wash facility, car parking, landscaping, car care facilities and other associated works. Condition 16 to read "No customer shall be permitted to be on the premises outside the following times (06.00-23.00) Mondays to Sundays" and Condition 26 to read: "No deliveries shall be accepted outside the hours of 06.00-23.00 Monday to Sunday apart from delivery of daily newspapers and bread and associated bakery products, unless otherwise first agreed in writing by the Local Planning Authority".
Planning Officer	Mark Croucher
Our comment	Comments by 22 December 2015 There appears to be a discrepancy with the references to the conditions to be varied and as such the parish council is unable to comment on the request.
153032 Proposal	Post Office, Basingstoke Road, Spencers Wood, RG7 1AD Application for advertising consent for the proposed erection of 1no fascia sign, and 1no projecting sign and associated signage
Planning Officer	Stephen Thwaites
Our comment	Comments by 21 December 2015 Shinfield Parish Council note that the application should be classified as retrospective, as the work has already been carried out. As there is no permission, the signage should be removed until such time as residents, who have not been informed of this application, have a proper opportunity to review and consider the plans. The parish council is concerned that the changes are to the detriment of the local neighbours, and note that the original conditions of the application state that the exterior appearance of the site should be in keeping with the previous appearance and should enhance the locality. This is clearly not the case, as the exterior appearance is far too overwhelming for a village location and there are concerns that the outside of the site is now unsightly with waste storage. The parish council requests that if permission is granted, that a condition be requested that the exterior lighting is only permitted to be switched on during the store's opening hours.
153136 Proposal	19 Larchside Close, Spencers Wood, RG7 1DS Householder application for the proposed erection of a single storey front extension and a single storey side and rear extension to dwelling
Planning Officer	Brett Beswetherick
Our comment	Comments by 18 December 2015 Shinfield Parish Council feels this is overdevelopment of the site and will give an overly cramped appearance on the site.
153142 Proposal	2 Hollow Lane, Shinfield, RG2 9DX Outline application for the erection of up to 9 dwellings, together with access roads, footpaths, parking areas and ancillary development to be considered
Planning Officer	Laura Callan
Our comment	Comments by 16 December 2015 Shinfield Parish Council feels there is insufficient information to make an informed decision on this application. The council notes that the resident of 4, Hollow Lane, has a right of access through the site to the garage in the rear of the property, and the plans appear to show a unit that will restrict or remove this access.

73.2 List of plans approved:

152141 Proposal	22 Hollow Lane, Shinfield, RG2 9BT Application to remove condition 12 of planning consent F/2014/1308 (relating to the Code for Sustainable Homes) for the erection of a two storey building containing 6no self-contained flats (4x1 bed and 2x2 bed)
Our comment	The parish council seeks clarification from the planning officer as to whether a change in building regulations needs to be applied retrospectively. The parish council seeks to encourage development of accommodation with the highest possible standards of sustainability.
152311 Proposal	81 Clares Green Road, Spencers Wood, RG7 1DU Application to remove condition 3 of planning consent F/2013/1913 – Code level 4 for sustainable homes

Our comment The parish council seeks clarification from the planning officer as to whether a change in building regulations needs to be applied retrospectively. The parish council seeks to encourage development of accommodation with the highest possible standards of sustainability.

152386
Proposal Land West of Hollow Lane, South of Church Lane, Hyde End Road, RG2 9EP
VAR/2014/0624 Application for a non-material amendment to planning consent
VAR/2014/0624 to allow wording of condition 65 to be changed from: A 2 form entry primary school on a site not less than 2.5ha shall be constructed in accordance with an approved Development Area Brief required by condition 4 and a specification approved in writing by the Local Planning Authority. The school shall be available for use prior to the occupation of 150 dwellings or within 2 years of the date of commencement of the development, whichever occurs first. To: A 2 form entry primary school on a site not less than 2.5ha shall be constructed in accordance with an approved Development Area Brief required by condition 4 and a specification approved in writing by the Local Planning Authority. The school shall be available for use prior to the occupation of 200 dwellings.

Our comment The parish council questions the reasoning behind increasing the number of occupied properties before the school is built. At the time when the original applications were approved, the requirement for a new school after the occupation of 150 houses must have been determined. The parish council seeks confirmation that sufficient school places will be available for the first 199 occupied houses

152553
Proposal 269 Hyde End Road, Spencers Wood, RG7 1DA
Householder application for the proposed erection of a rear single storey extension, single storey front extension to form porch and alterations to existing garage roof

Our comment No comment

152799
Proposal Swallowfield By-Pass, Swallowfield, RG7 1LZ
Full application for enclosure of existing open storage yard to create shed and erection of single storey front extension.

Our comment Shinfield Parish Council supports this application and sees this development as an ideal use of this site.

15/PH/74 **Review of the Terms of Reference for joint working over the management of CIL**
Following discussion, members noted the committee's recommendation to council that the council does not sign up to any agreement with the borough council regarding the parish council's use of CIL money.

15/PH/75 **Enforcement**
Enforcement matters were deferred to the next meeting.

15/PH/76 **Neighbourhood Development Plan progress report**
The Assistant Clerk reported that the response from Wokingham Borough Council on the proposed changes to the transport and parking sections have been received, Cllr P Hughes and the Assistant Clerk met to review the comments and have made some small changes to the plan which will be resubmitted to Wokingham Borough Council shortly.

15/PH/77 **Highways, Street lighting and footpath matters**
Highways, street lighting and footpath matters were deferred to the 21st December Planning and Highways Committee meeting.

15/PH/78 **Correspondence**

- 78.1 item 10.1.3 (West Berkshire council consultation on Proposed Submission Housing Site Allocations Development Plan Document) was discussed during public questions
- 78.2 Members reviewed a letter to Wokingham Borough Council, drafted by Finchampstead Parish Council and countersigned by other parishes, highlighting concerns over planning matters.
- 78.3 All other correspondence items were deferred to the 21st December Planning and Highways Committee meeting.

15/PH/79 **Date of next meeting**
The Assistant Clerk noted the date for the next meeting as **Monday 21 December 2015**.

The meeting ended at 22.15 hrs.

Action points:

Ref:	Action:	By whom:
70	Draft a letter to West Berkshire Council, for review at the 21 st December planning meeting	Assistant Clerk
72.2.1	Inform members of the date of the meeting with Shinfield Infant and Nursery School regarding the footpath across the green	Assistant Clerk
72.2.2	Follow up with the street works team at Wokingham Borough Council regarding layout changes to the Hyde End Road / Basingstoke Road junction	Assistant Clerk
72.2.4	Schedule additional planning meeting dates for 2016	Assistant Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	92
Number of commented plans refused	4
Number of supported plans approved	21
Number of opposed plans approved	11