

Minutes of a meeting of the Planning and Highways Committee held on Monday 16 February 2015 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

Present: Cllrs A Atkins, A Grimes, D Peer.

Attending: K Hughes (Assistant Clerk).

In the absence of Cllr P Hughes, the meeting was chaired by Cllr A Grimes.

14/PH/94 Public questions

There were none.

14/PH/95 Apologies and declarations of members' interests

95.1 Apologies were received and accepted from Cllr P Hughes and Cllr J Greenway.

95.2 There were no declarations of interest.

14/PH/96 Minutes of the previous meeting

96.1 It was proposed and RESOLVED that the minutes of the meeting of 02 February 2015 were a correct record of the meeting and these were signed by the Chair.

96.2 The following matters arising from the 02 February 2014 minutes were discussed:

96.2.1 Hyde End Road SANG access

The Assistant Clerk reported that B/Cllr Haitham Taylor had followed up on the SANG issue and emailed officers at Wokingham Borough Council.

96.2.2 Arborfield School Application

Members noted that the comments from the Arborfield School Application were submitted to all members before sending to development control. Members noted that the borough councillors' views on the use of S106 funding for free schools appeared to have softened.

96.2.3 Community Forum meeting

Members discussed the recent community forum meeting and noted that whilst attendance from the public was good, the presentations on enforcement and the development update were disappointing.

14/PH/97 Schedule of deposited plans

F/2014/2788

Proposal

(Opposite Pulleyn Transport Ltd) Church Lane Shinfield

Proposed erection of storage unit following the demolition of existing building. (retrospective)

Planning Officer

James McCabe Comments by 2 March 2015

Comment

The parish council express serious concern about the access arrangements for this site, especially in proximity to the curve in Church Lane, the narrowing of the road around this point and the pedestrian crossing. We request that Highways obtain a full highways plan to show that access via swept paths to show there is sufficient turning space, a dual lane access and sufficient waiting space for articulated vehicles to clear the highway while waiting for the gates to be opened. Given the design of the fencing, Highways should ensure that

appropriate sight lines are available.

We draw the planning officer's attention to application F/2014/2668 which was refused on the grounds of it being an urbanising feature in a rural area.

F/2015/0105 Proposal	2a Westlands Avenue, RG2 8EB Proposed erection of two storey from extension with roof alterations plus conversion of existing garage to habitable accommodation.
Planning Officer Comment	Jackie Sabatini Comments by (no date given) No Comment

F/2015/0121 Proposal	Land to the rear of 182, Hyde End Road, Spencers Wood, RG7 1DG Proposed erection of 1No 4 bedroom detached dwelling with associated access, parking and landscaping.
Planning Officer Comment	Daniel Hay Comments by 23 February 2015 The parish council object to the loss of the T2 English Oak tree at the entrance and request that the applicant revise the access to relocate the driveway to the southern boundary and parking to the north in order to preserve the oak tree.

F/2015/0168 Proposal	Lane End House, Shinfield Road, Shinfield, RG2 9BB Proposed erection of 9no dwellings, to include 3 and 4 bedroom housing with associated landscaping and road layout, following demolition and removal of existing converted office building.
Planning Officer Comment	Justin Turvey Comments by 23 February 2015 The parish council welcomes the reduction in density on the site, the improved layout and the attractive house designs.

F/2015/0163 Proposal	35 Oatlands Road, Shinfield, RG2 9DN Proposed single storey rear extension, following demolition and removal of existing conservatory, first floor side extension, to include changes to roof at first floor level.
Planning Officer Comment	Katie Herrington Comments by 23 February 2015 No comment

F/2015/0173 Proposal	11 Wilsford Close, Lower Earley Proposed erection single storey rear and first floor side extensions.
Planning Officer Comment	Jackie Sabatini Comments by 25 February 2015 No comment

F/2015/0205 Proposal	Land adjacent to Grange Lodge, Cutbush Lane, Shinfield, RG2 9AF Proposed erection of 2 no 4 bedroom detached dwellings with detached garages and new crossovers.
Planning Officer Comment	Mark Croucher Comments by 26 February 2015 The parish council requests that the access to the site preserves the mature trees and requests that the developer provide a proper landscape plan for the site.

F/2015/0213 Proposal	1 The Ashes, The Square, Spencers Wood, Proposed erection of two storey rear and single storey side extensions.
Planning Officer Comment	Pooja Kumar Comments by 27 February 2015 The parish council express concern about the cramped and overbearing nature of the proposed extension on number 10 The Square, and the possibility of overlooking to number 8 The Square.

VAR/2015/0230 Proposal	181, Hyde End Road, Spencers Wood, RG7 1BU Application to vary condition 6 of planning consent F/2012/2504 (Erection of 1x3 bedroom dwelling) to allow the integral carport to be enclosed to create habitable accommodation to dwelling.
Planning Officer Comment	Daniel Hay Comments by 3 March 2015 No Comment

97.2 List of plans approved:

CLP/2015/0065	4 Songbird Close, Shinfield
Proposal	Application for a certificate of lawfulness for the proposed erection of a single storey rear extension to dwelling.
Our comment	The parish council notes that the plans show that the garage has been converted to a store and utility room, which is not included in this application.

97.3 List of plans declined:

F/2014/2372	Hill House, Basingstoke Road, Spencers Wood, RG7 1AL
Proposal	Proposed erection of a single storey side extension to dwelling
Our comment	No comment

F/2014/2425	Royal Oak, 39 School Green, Shinfield, RG2 9EE
Proposal	Proposed erection of 2no 3 bedroom semi-detached dwelling with associated car parking, cycle and refuse storage.
Our comment	The parish council supports this application provided that: A hatched area is provided in front of the access gates to make it clear to users of the co-op store that the area is not available for stopping, waiting or parking. A condition is added that the owner of the Royal Oak freehold is responsible for traffic management and enforcement. A condition is added that the owner of the Royal Oak site demonstrates that a legal wayleave is in place prior to the occupation of the first house.

Note

F/2014/2607	(Land adjacent to) Eventide, Church Lane
Proposal	Proposed erection of 1no dwelling following demolition and removal of existing double garage.
Our comment	The parish council expresses concern over the overlooking and loss of light to neighbouring properties. The council also requests that the planning officer consider the vehicle access and egress from the property onto a bend in Church Lane.
Note	Plan refused on 7 grounds, including concern over overlooking, loss of light and means of access.

F/2014/2668	Church Lane Farm House, Church Lane, Three Mile Cross
Proposal	Application for the installation of new fence and widening of existing gate. (Retrospective)
Our comment	The parish council feels that this is an inappropriate use of a site designated for agricultural use. The plans fail to show the height of the fence surrounding the site.
Note	Plan refused on the basis of it being an urbanizing feature in a rural area.

14/PH/98 **Enforcement**

98.1 The Assistant Clerk reported on a number of enforcement closure notifications received. Members asked the Assistant Clerk to follow up on one item and report back.

14/PH/99 **Neighbourhood Development Plan progress report**

99.1 The Assistant Clerk reported that the draft plan has been sent out for a pre-inspection review for which we are awaiting the outcome.

14/PH/100 **Highways, street lighting and footpath matters**

100.1 The Assistant Clerk reported that a fallen tree along Hyde End Road had been cleared.

100.2 Members discussed the 'Fix My Street' app available for reporting issues. Cllr Atkins agreed to contact the organisation to determine how issues are routed.

100.3 Members discussed parking along the Basingstoke Road opposite the bakery. Following discussion, the Assistant Clerk was asked to contact Wokingham Borough Council Highways Department regarding enforcement of parking on pavements and grass verges and to consider contacting companies on the trading estate directly to raise concern over the parking. Cllr Peer reported that Cllr Greenway had taken some photographs to highlight the issues.

- 100.4 The Assistant Clerk tabled a letter received from a resident in Grazeley requesting support for a footpath to connect homes on Lambwood Hill to the Oakbank School bus pickup point. The Assistant Clerk was asked to follow up with the resident with some additional questions and raise the matter to the borough council for consideration.
- 100.5 Members discussed the street lighting column replacement and LED lantern procurement project information from Wokingham Borough Council. Members requested that the Assistant Clerk respond to the borough council confirming an interest in the project. Cllr Atkins noted an ecological issue relating to some LED lanterns and agreed to forward information to the Assistant Clerk on this matter.

14/PH/101 **Correspondence**

The following correspondence items were reviewed:

- Street naming and numbering for new dwellings rear of Ashdown, Basingstoke Road.
- Street naming for Blissimi Hair and Beauty, Basingstoke Road.
- Notification of the withdrawal of an appeal for the Methodist Church site, Grazeley Road.
- Further dates for planning training at Wokingham Borough Council offices on 18 March, 01 July and 17 November 2015.
- Householder prior notification HH/2015/0218 – 44 Skylark Way
- Householder prior notification HH/2015/0282 – Marlborough House, Basingstoke Road
- Office conversion prior notification OFF/2015/0368 – Unit 9 Gravelly Bridge Farm, Grazeley.
- News release from WBC on work at Coppid Beech roundabout
- Notification of a prohibition of waiting order for School Green, Shinfield.
- Notification of withdrawal of planning application F/2014/2279 Lane End House.

14/PH/102 **Date of next meeting**

The Assistant Clerk noted the date for the next meeting as 2nd March 2015.

The meeting ended at 22.10hrs

Action points:

Ref:	Action:	By whom:
98.1	Follow up on one enforcement item	Assistant Clerk
100.2	Contact Fix My Street for further information on routing of issues raised	Cllr Atkins
100.3	Follow up with WBC regarding parking enforcement and draft letter to trading estate companies expressing concern around the parking	Assistant Clerk
100.4	Follow up with resident and WBC regarding pavement request for Grazeley	Assistant Clerk
100.5	Respond to WBC declaring an interest in the street lighting replacement project	Assistant Clerk