Shinfield Parish Council

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

Present: Cllrs A Atkins, J Greenway, A Grimes, P Hughes, D Peer.

Attending: K Hughes (Assistant Clerk), Mr and Mrs Willis (Residents).

14/PH/114 **Public questions**

Mr and Mrs Willis spoke to members about application F/2015/ - Marlborough House, Basingstoke Road, Spencers Wood.
Mr Willis supplied the Parish Council with a copy of comments he had submitted on the application.

Members reviewed the application and the following comments were made:

F/2015/0346	Marlborough House, Basingstoke Road, Spencers Wood
Proposal	Proposed erection of a two storey side extension to form 2no residential apartments, demolition of single storey front extension and construction of new gable to match existing plus additional bay windows, two storey infill extension with side dormer and changes to existing roof line to increase height including dormers and roof light, Juliet balconies at first floor level at side and rear elevations and erection of open porch to provide cycle and bin stores. Erection of two storey rear block to provide 7no residential apartments and new vehicular entrance to south of site with associated security gates and landscaping.
Planning Officer	Andrew Chugg Comments by 18 March 2015
Comment	The parish council objects to this application on the basis of overdevelopment of the site. We request that the planning officer check that the distances from existing properties meet the minimum guidelines. We request that the south face of the property be reconsidered in light of the proposed new windows and Juliet balconies overlooking 'Sunnyside', the adjacent property. Residents at the adjacent property are likely to suffer considerable loss of privacy and quite enjoyment of their garden from the newly proposed access route. The parish council feels that the parking provision is insufficient and will lead to irresponsible parking, additional on street parking and overspill parking on neighbouring streets.

14/PH/115 **Apologies and declarations of members' interests**

115.1 Apologies were received and accepted from Cllrs Gough and Gould.
115.2 There were no declarations of members' interest.

14/PH/116 **Minutes of the previous meeting**

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

116.2 The following matters arising from the 02 March 2014 minutes were discussed:

116.2.1 Fix My Street
Cllr Atkins reported that all emails from Fix My Street go to a single email account and are disseminated to various people at Wokingham Borough Council to pick up. There appears to be no way of tracking the issues or following up on them.
116.2.2 Church Lane
Cllr Greenway reported on issues raised about parking on Church Lane, Shinfield. Members viewed photographs of parking on Church Lane. Following discussions over options such as making the road one way, members determined to take no action at present, but to monitor the situation. Members requested the addition of some signage warning drivers of pedestrians exiting the church hall.
116.2.3 Responses from Mr Mike Horton regarding HGV CCTV
Members discussed the response received by Cllr Greenway to questions raised to Mr Mike Horton. Following discussion, it was agreed to raise the issue at a meeting scheduled with WBC Highways officers on 31st March.

14/PH/117 **Schedule of deposited plans**

F/2015/0346	**Marlborough House, Basingstoke Road, Spencers Wood**
Proposal	Proposed erection of a two storey side extension to form 2no residential apartments, demolition of single storey front extension and construction of new gable to match existing plus additional bay windows, two storey infill extension with side dormer and changes to existing roof line to increase height including dormers and roof light, Juliet balconies at first floor level at side and rear elevations and erection of open porch to provide cycle and bin stores. Erection of two storey rear block to provide 7no residential apartments and new vehicular entrance to south of site with associated security gates and landscaping.
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F/2014/0405	**100 Cirrus Drive, Shinfield**
Proposal	Proposed erection of a single storey rear extension to dwelling to form conservatory.
Planning Officer	Jasmine Singh Comments by 25 March 2015
Comment	No comment

CLP/2015/0407	**38 Cutbush Lane, Shinfield**
Proposal	Application for a certificate of lawful proposed use for the erection of an outbuilding in the rear garden.
Planning Officer	Rosier Rogers Comments by 27 March 2015
Comment	The Parish Council requests a condition to the application that the proposed development is not used for residential purposes and that the site is not subdivided in the future.

F/2015/0423	**4 The Lowlands, Chapel Lane, Spencers Wood**
Proposal	Proposed infill dormer extension at rear and single storey pitched roof changed to flat roof plus single storey bay roof at front extended over to form converted porch entrance.
Planning Officer	Rosie Rogers Comments by 1 April 2015
Comment	No comment

F/2015/0450	**Shinfield Lodge, Church lane, Three Mile Cross, RG7 1HB**		
Proposal	Proposed erection of 1no detached dwelling. Demolition of existing dwelling and garage		
Planning Officer	Katie Herrington	Comments by	3 April 2015
Comment	No comment		

F/2015/0484	**42 Skylark Way, Shinfield, RG2 9AJ**		
Proposal	Proposed conversion of garage to habitable accommodation		
Planning Officer	Anastasia Bernard	Comments by	3 April 2015
Comment	The Parish Council objects to this application based on overdevelopment of the site. The loss of parking and the addition of two bedrooms to the property (as shown on the plans for this application) means that the remaining single parking space is completely inadequate and will likely lead to additional on-street parking. The Parish Council also note the lack of sufficient amenity space for a four bedroom property.		

F/2015/0558	**1 Bernards Cottages, Recreation Lane, Spencers Wood, RG7 1ED**		
Proposal	Proposed erection of two storey side extensions and a single storey rear extension to dwelling.		
Planning Officer	Stephen Thwaites	Comments by	10 April 2015
Comment	The Parish Council requests that any existing trees in the garden are protected.		

F/2015/0561	**2 Century Drive, Spencers Wood, RG7 1PE**		
Proposal	Proposed erection of a single storey side extension to dwelling		
Planning Officer	Pooja Kumar	Comments by	7 April 2015
Comment	No comment		

F/2015/0584	**1 Regis Close, RG2 4AT**		
Proposal	Proposed erection of single storey side extension and single storey front extension to create porch following demolition of existing side and front extensions.		
Planning Officer	Nick Chancellor	Comments by	8 April 2015
Comment	No comment		

F/2015/0588	**Pendower, Shinfield Road, Shinfield, RG2 9BE**		
Proposal	Proposed erection of a single storey rear extension to dwelling to form a conservatory		
Planning Officer	Stephen Thwaites	Comments by	9 April 2015
Comment	No comment		

117.2 **List of plans approved:**

F/2014/1245	Land adjacent to Sheraton House, Basingstoke Road, Shinfield, RG7 1BA
Proposal	Proposed outline consent for the erection of 2no two bed flats (all matters reserved)
Our comment	We strongly object to this application based on the lack of amenity space, in accordance with WBC policies requiring amenity space as specified in core strategy CP3 item 4.19 'The provision of public and private amenity space contributes to the character
Note	Copy of officer's report printed and discussed at the meeting.

F/2014/2834	Hardy Cottage, Sussex Lane, Spencers Wood
Proposal	Proposed erection of single storey side extensions and detached timber framed double garage with the conversion of existing garage to habitable accommodation.
Our comment	No comment

F/2014/2408 and 2409	74. Oatlands Road, Shinfield
Proposal	Proposed erection of a single storey rear extension, conversion of existing garage and loft to additional habitable accommodation to include rear dormer extensions and roof lights.
Our comment	The parish council objects to this application on the basis that the site area does not accurately reflect the current planning situation (reference F/2013/1581 which shows an access road to the north of this property and a pedestrian path). The proposed extension means that the property would be left with no side access to either north or south between front and rear gardens and contributes to a walling effect in the street scene. The construction of a rear conservatory would reduce the usable outdoor amenity space available to the property. The parish council highlights the condition attached to application F/2013/1581 which requires the removal of the existing conservatory and feels that an application to construct a replacement is inappropriate.
Notes	Assistant Clerk to email the planning officer to obtain officer's report (To report at April meeting)

F/2015/0026	3 Uffcot Close, Lower Earley
Proposal	Proposed conversion of existing garage to 2 habitable rooms and construction of front entrance porch.
Our comment	The parish council request that the highways officer confirm that there is sufficient provision of off-street parking and an adequate turning circle. Additionally, that parking on the narrow driveway will not limit access for the properties further along this shared driveway.
Notes	One additional park space identified in additionally submitted documents, giving a total of three off-street parking spaces. Highways officer has checked the plans and deemed them acceptable.

F/2015/0101	5 Westlands Avenue, Shinfield.
Proposal	Proposed erection of a single storey rear extension to dwelling
Our comment	No comment

F/2015/0151	The Cuddy, Basingstoke Road, Three Mile Cross
Proposal	Proposed erection of a first floor side extension to dwelling.
Our comment	No comment

14/PH/118 **Enforcement**

118.1 The Assistant Clerk reported on the closure, due to no breach of planning control, of one enforcement notification – RFS/2014/00417

118.2 The Assistant Clerk reported the closure, due to no breach of planning control, of three enforcement notices related to Houses in Multiple Occupation: RFS/2014/00458, RFS/2014/00499 and RFS/2015/0079.

14/PH/119 **Neighbourhood Development Plan progress report**

119.1 The Assistant Clerk reported that the draft plan is currently undergoing a pre-inspection review and we expect the outcome by mid-April.

14/PH/120 **Highways, street lighting and footpath matters**

120.1 Members discussed the proposed changes to the junction of Hyde End Road and Basingstoke Road to widen access for construction vehicles.

14/PH/121 **Correspondence**

The following correspondence items were reviewed:

- Proposed base station upgrade works at Ryeish Lane, Spencers Wood.
- Notification of withdrawal of planning applications F/2014/2761, F/2015/0051 and F/2015/0148 for Pearmans Glade.
- Notification of withdrawal of planning application F/2015/0270 – 42 Skylark Way, Shinfield.

- Notification of new wording for condition 30 for VAR/2014/0624 to allow for the relocation of seed beds from School Green Gravel Pits to the Strategic Green Space, rather than the Ridge SANG as originally intended.
- A response from WBC to a Freedom of Information Request on Section 106 payments submitted by Cllr Hughes. Members discussed the response and asked that the issue be taken to full council for further consideration, with a recommendation that a further Freedom of Information request be submitted formally by the council to obtain the information required.

14/PH/122 **Date of next meeting**

The Assistant Clerk noted the date for the next meeting as 23 April 2015.

The meeting ended at 22.05 hrs.

Action points:

Ref:	Action:	By whom:
116.2.2	Consideration of additional 'pedestrian awareness' signage for Church Lane	Clerk / Assistant Clerk
116.2.3	Raise issue of responses from Mr Mike Horton to questions on the HGV CCTV and Church Lane parking issues to WBC at meeting scheduled for 31 March	Cllr P Hughes
117.2	Contact planning officer and request report on application refs F/2014/2408 and F/2014/2409 and add to the agenda for the April planning meeting.	Assistant Clerk
121	Add discussion on Section 106 FOI request to full council agenda for the April meeting.	Clerk / Assistant Clerk