

## **Minutes of a meeting of the Planning and Highways Committee held on Monday 21 December 2015 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.**

Present: Cllrs P Emmet, J Greenway, A Grimes, P Hughes.

Attending: K Hughes (Assistant Clerk), Mrs D Couzens (Resident), Mr D Cox (Resident), Mrs Helen Yeo (Resident), B/Cllr Parry Batth, B/Cllr John Kaiser

### **15/PH/80 Public questions**

#### Parking concerns at Shinfield Park Development

B/Cllr Batth spoke about the parking issues being experienced at Shinfield Park Development.

B/Cllr Kaiser offered to make some green space available for conversion to parking areas, if funding can be found for the work.

Members discussed the strategic use of double yellow lines to prohibit parking at key junctions and areas around the development.

Members discussed re-opening the stopped up end of Old Whitley Wood Lane, and undertaking the work necessary to resurface the area, add entry barriers and mark out spaces. The estimated cost for this was £60,000.

Mrs Couzens and Mrs Yeo reported they are both now directors of their management company, one of four management companies that cover the estate. Cllr P Hughes recommended that a meeting be arranged of representatives of the other management companies, the parish and borough council, to review options for possible solutions across the development.

*Mrs Couzens, Mrs Yeo, B/Cllr P Batth and B/Cllr J Kaiser left the meeting at 20:15hrs*

### **15/PH/81 Election of Chair for the meeting**

In the absence of Cllr Peer, Cllr P Hughes was nominated and took on the role of Chair for the meeting.

### **15/PH/82 Apologies and declarations of members' interests**

82.1 Apologies were received and accepted from Cllr Peer, due to illness.

82.2 There were no declarations of members' interests.

### **15/PH/83 Minutes of the previous meeting**

83.1 It was RESOLVED that the minutes of the meeting of 10 December 2015 were a correct record of the meeting, and these were signed by Cllr P Hughes

#### **83.2 Matters arising:**

##### **83.2.1 Clappers Farm site objection letter**

Members discussed a letter drafted to object to West Berkshire Council's identification of Clappers Farm as an option for a Gypsy and Traveller site. Members proposed and RESOLVED to submit the letter on behalf of the parish council.

##### **83.2.2 Roman Road Service Station**



### 83.2 List of plans approved:

150259 Proposal	Shinfield St Mary's C of E Junior School, Chestnut Crescent, Shinfield Proposed single storey extension to existing building consisting of 6 classrooms, food science classroom and ancillary facilities, with associated temporary buildings (amendment to planning consent F/2014/2633)
Our comment	No comment
152749 Proposal	58 Gloucester Avenue, Shinfield, RG2 9GA Householder application for the proposed erection of a single storey rear extension to dwelling.
Our comment	The parish council believes that this development will result in an unacceptable loss of amenity space and represents overdevelopment. There appears to be an existing structure in the rear garden that will further restrict the amenity space.
152771 Proposal	4 Elk Path, Three Mile Cross, RG7 1WE Householder application for the proposed erection of a single storey rear extension, forming conservatory.
Our comment	No comment
152850 Proposal	5 Scobell Close Householder application for proposed erection of a single storey side and rear extension to dwelling.
Our comment	The parish council believes this is overdevelopment of the site and will lead to a detrimental impact on the visual amenity of neighbouring properties, and particularly number 3.

### 83.3 List of plans refused:

152106 Proposal	317 Hyde End Road, Spencers Wood Full application for the proposed erection of a two storey, four bedroom dwelling.
Our comment	The parish council expresses a wish to protect the amenity of the existing path which is not in traffic use. The parish council requests that the planning officer check the land ownership to determine whether permitted, unrestricted access to the highway from the rear of 317 Hyde End Road does exist. Careful consideration should be given to ensure a safe access onto the Hyde End Road, given the traffic speeds and increased volume of traffic along this road. The parish council requests that a proper arboreal survey be carried out, of the impact of the proposed works on the TPO'd Oak tree, and that an environmental survey of the surrounding vegetation required to be removed for this application be considered, to ensure that any valuable wildlife habitats be suitably protected.
152816 Proposal	219 Hyde End Road Full application for the proposed erection of a four bedroom dwelling following demolition of existing shed and associated access.
Our comment	No comment submitted as plans already determined

#### 15/PH/84 **Enforcement**

Enforcement matters were reviewed and noted.

#### 15/PH/85 **Neighbourhood Development Plan progress report**

Cllr P Hughes reported that the revised draft Neighbourhood Development Plan was delivered to Wokingham Borough Council on Tuesday 15 December. Members requested that the Assistant Clerk write to Manpreet Kanda and Sarah Hollamby to follow up on the timetable for progressing the draft plan.

#### 15/PH/86 **Highways, Street lighting and footpath matters**

86.1 The Assistant Clerk reported on the 15 December WBC Major Projects Meeting at Shute End. The following information was noted by members:

- Mitford Fields junction works are scheduled for March 2016
- The access road for the Crest Nicholson site, off the Basingstoke Road, is scheduled to start in the week commencing 21st December
- Grazeley Primary School car park works are currently underway

- Cutbush Lane development entrance works are scheduled to start mid-February but the legal agreements are not yet signed
  - Works on the access road for the West of Shinfield development, going in off the Hyde End Road, is not yet scheduled, and the legal agreement is still to be signed off
  - Works to alter the Hyde End Road / Basingstoke Road junction is scheduled for April onwards. Further details will be given by WBC when dates are firmed up.
  - Shinfield Parish Council will need to complete a schedule 50 form for the installation of the new bus shelter, once a date is known.
- 86.2 Members noted a copy of the new pedestrian and cycle map for Spencers Wood and Three Mile Cross. Members asked whether a map including the existing routes could be created.
- 86.3 Members noted street naming notifications for:
- 1 detached dwelling, land rear of 182 Hyde End Road.
  - 276 homes, south of Croft Road, off Hyde End Road, Spencers Wood.
  - Bellway homes development off Cutbush Lane, Shinfield.
- 86.4 The Assistant Clerk reported on her attendance at a recent meeting at Shute End to discuss the WBC LED street lighting project. Members noted the following:
- Wokingham, Slough and Reading Borough Councils have succeeded in jointly winning a grant from the DfT Challenge Fund to upgrade street lighting across the three boroughs.
  - The contract has been awarded and indicative prices were included.
  - The parish currently owns 125 street lighting columns and brackets.
  - Estimated energy savings of replacing existing with LED lighting is around 66%
  - David White at WBC will confirm whether the parish council is able to benefit from the grant and obtain a 70% reduction in the costs of column and lantern replacement.
  - There are a few issues over ownership of a number of columns, which the Assistant Clerk is working with WBC to resolve.
- 86.5 The Assistant Clerk updated Cllr Grimes on the latest information from Rebecca Walkley, the Footpaths Officer for Wokingham Borough Council regarding footpath 22 / 22A, who reported that the borough council are looking to pursue a diversion order for this footpath with the landowner.
- 86.6 Members reviewed and noted a proposal to divert footpath 10. There were no objections.
- 86.7 Members discussed the condition of the footpath used by Oakbank School pupils, running from Deardon Way to Hyde End Lane, which has been churned up by construction vehicles carrying out the electricity cable installation works. The Assistant Clerk was asked to contact SSE to request reinstatement of the footpath.

15/PH/87

### **Correspondence**

Members noted the following:

- 87.1 A letter from WBC regarding proposed charges for paper copies of planning applications for all developments of 9 or less dwellings.  
Members expressed concern over the lack of consultation carried out over the proposals, and asked the Assistant Clerk to write to the borough to express dissatisfaction over the changes.
- 87.2 Information from WBC over the replacement of drainage pipes in Church Lane. Members questioned why the work carried out was not coordinated with the SSE works in Church Lane.
- 87.3 The latest WBC transport map and guide
- 87.4 Notification of evening meetings for the Swallowfield and Shinfield Neighbourhood Action Group, scheduled as Wednesday 9 March, Wednesday 4<sup>th</sup> May and Wednesday 22 June 2016.
- 87.5 Notification of a householder prior notification for 9 Westlands Avenue, Shinfield, RG2 8EB
- 87.6 Notification of a householder prior notification for 35 Skylark Way, Shinfield, RG2 9AD
- 87.7 Notification of a prior notification for Whitley Wood Roundabout, Black Boy Junction, RG2 9DF
- 87.8 Notification of no objections to the following planning application amendments:
- 152425 – 35 Oatlands Road, Shinfield
  - 153015 – United reform church, Grazeley
  - 152495 – Shinfield House, School Green

15/PH/88

### **Date of next meeting**

The Assistant Clerk noted the date for the next meeting as **Thursday 14 January 2016**

*The meeting ended at 21.50 hrs.*

**Action points:**

<b>Ref:</b>	<b>Action:</b>	<b>By whom:</b>
83.2.1	Submit the Clappers Farm objection letter to West Berkshire Council	Assistant Clerk
85	Write to Manpreet Kanda and Sarah Hollamby to request a timetable for the progress of the draft Neighbourhood Plan	Assistant Clerk
86.7	Contact SSE to request reinstatement of the footpath from Deardon Way to Hyde End Lane	Assistant Clerk
87.1	Write to the borough to express dissatisfaction over the changes	Assistant Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	97
Number of commented plans refused	4
Number of supported plans approved	23
Number of opposed plans approved	13