

## Minutes of a meeting of the Planning and Highways Committee held on Thursday 23 April 2015 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

Present: Cllrs A Atkins, J Greenway, P Hughes (Chair), D Peer.

Attending: K Hughes (Assistant Clerk), Mr R McMahon (Resident), Mr N Perkins (Meeting Place Communications).

### 14/PH/123 Public questions

Mr Mahon spoke to members about application F/2015/0870 - 1 Rushall Close, Lower Earley. Members reviewed the application and thanked Mr Mahon for bringing his concerns to the Parish Council.

Mr Perkins observed the committee's review of application RM/2015/0630 – Land north of Lane End Farm, Cutbush Lane, Shinfield.

### 14/PH/124 Apologies and declarations of members' interests

124.1 Apologies were received and accepted from Cllrs Gough and Grimes.

124.2 There were no declarations of members' interest.

### 14/PH/125 Minutes of the previous meeting

125.1 It was proposed and RESOLVED that the minutes of the meeting of 16 March 2015 were a correct record of the meeting and these were signed by the Chair.

125.2 The following matters arising from the 16 March 2015 minutes were discussed:

#### 125.2.1 Church Lane signage

The Assistant Clerk reported on correspondence with Wokingham Borough Council regarding a request for additional signage to warn drivers of pedestrians crossing the road outside the church hall. She reported that the officer had visited the site and, subject to the approval of councillors, recommended reducing the height and thinning the bushes near the barrier outside the hall, where pedestrians cross the road.

#### 125.2.2 Section 106

Cllr P Hughes reported on a meeting to discuss Section 106 receipts for Shinfield Parish.

### 14/PH/126 Schedule of deposited plans

#### **F/2014/0483**

Proposal

Etudieltawjus, Sussex Lane, Spencers Wood, RG7 1BY

Proposed erection of single storey front, sides and rear extensions plus detached rear garage following the demolition of existing rear extension and garage.

Planning Officer  
Comment

Jackie Sabatini

Comments by 8 April \* (Extension requested)

No comment

#### **F/2015/0556**

Proposal

Oakview, Basingstoke Road, Spencers Wood, RG7 1AP

Proposed erection of a single storey rear extension to create an open plan kitchen / dining / living area with access to the garage, construction of raised patio to the rear with steps down to the garden, plus erection of rear dormer window extension to existing loft conversion.

Planning Officer  
Comment

Pooja Kumar

Comments by 13 April \* (Extension requested)

No comment

<b>RM/2015/0630</b> Proposal	Land north of Lane End Farm, Cutbush Lane, Shinfield, RG1 3BE Reserved matters application pursuant to Outline Planning Consent O/2009/1027 for the development of phase 1A of proposed Thames Valley Science Park, comprising the construction of a gateway building and all associated landscaping and ancillary works, plus temporary car parking arrangements – Appearance, Landscaping, layout and Scale to be considered.
Planning Officer Comment	David Smith Comments by 27 April The Parish Council welcomes this innovative and attractive design concept that appears to be high quality. The Parish Council questions the sustainable transport and bus access to the site. There appears to be no plan to direct a bus service into the site. The Parish Council would like to see further details of cycle routes and safe crossing routes for pedestrians.
<b>F/2015/0695</b> Proposal	52, Hartley Court Road, Three Mile Cross, RG7 1NS Proposed erection of a two storey rear extension, single storey front extension, following demolition of existing single storey rear extension.
Planning Officer Comment	David Maguire Comments by 22 April * (Extension requested) No comment
<b>A/2015/0696</b> Proposal	Shinfield Services Station, Arborfield Road, Shinfield, RG2 9DY Application for advertisement consent for the proposed erection of 5no illuminated hanging signs and 15no non-illuminated hanging signs.
Planning Officer Comment	Rosie Rogers Comments by 24 April No comment
<b>F/2015/0780</b> Proposal	341, Whitley Wood Lane, RG2 8PX Proposed erection of a two storey side extension to dwelling with front dormer extension.
Planning Officer Comment	Stephen Thwaites Comments by 28 April 2015 No comment
<b>F/2015/0808</b> Proposal	3 Hill View, Spencers Wood, RG7 1QB Application to vary condition 6 of planning consent F/2001/3133 to allow conversion of existing garage to additional habitable accommodation.
Planning Officer Comment	Stephen Thwaites Comments by Unknown Shinfield Parish Council objects to the loss of parking and the impact this will have on on-street parking, which is already very constricted.
<b>F/2015/0821</b> Proposal	15, Orchard Close, Spencers Wood, RG7 1EJ Proposed erection of a single storey front extension to dwelling to form porch.
Planning Officer Comment	Stephen Thwaites Comments by 29 April 2015 No comment
<b>VAR/2015/0839</b> Proposal	Shinfield Court, Church Lane, Three Mile Cross, RG7 1HB Application to vary condition 5 and 22 of planning consent F/2009/1229 for the erection of a gospel hall. Condition 5 relates to vehicular access visibility splays and condition 22 is for the substitution of drawings RG.10.03 Q, RG.10.12.L and RG.10.01.M with RG.10.03.N, RG.10.02.I and RG.10.01.H
Planning Officer Comment	Jennifer Seaman Comments by 13 May 2015 No comment
<b>F/2015/0852</b> Proposal	17 Appletree Lane, Spencers Wood, RG7 1EE Proposed erection of new pitched roof to replace existing rear flat roof and extension of rear flat roof dormer.
Planning Officer Comment	David Maguire Comments by 14 May 2015 No comment
<b>F/2015/0854</b> Proposal	44 Skylark Way, Shinfield, RG2 9AJ Proposed erection of a single storey rear extension to dwelling to form orangery.
Planning Officer Comment	Nick Chancellor Comments by 30 April 2015 Shinfield Parish Council is concerned about the impact on the neighbouring property, 42 Skylark Way and the overbearing effect on its back garden and the view from its upstairs windows.
<b>F/2015/0857</b> Proposal	Mays Hill Lodge, Beech Hill Road, Spencers Wood. Proposed erection of 1no 4 bedroom detached dwelling and garage with associated parking and landscaping following the demolition of existing buildings.

Planning Officer Comment	Nick Chancellor No comment	Comments by	15 May 2015
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<b>F/2015/0870</b> Proposal	1 Rushall Close, Lower Earley, RG6 4BG Retrospective application for the erection of front porch (amendment to approval F/2014/1399)		
Planning Officer Comment	Stephen Thwaites	Comments by	14 May 2015
	Shinfield Parish Council feels that the porch is incongruous and not in keeping with the design of the house or the existing street scene. If the porch is to be retained, the Parish Council request that materials and colour more in-keeping with the house be used.		
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<b>F/2015/0876</b> Proposal	Hartley Court Lodge, Hartley Court Road, Three Mile Cross, RG7 1NH Proposed erection of a two storey rear extension to dwelling and erection of front entrance porch, following demolition and removal of existing single storey rear extension.		
Planning Officer Comment	James McCabe	Comments by	15 May 2015
	No comment		
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<b>F/2015/0880</b> Proposal	The stable, Croft Road, Shinfield, RG2 9EY Proposed erection of a single storey front extension to dwelling.		
Planning Officer Comment	Alex Thwaites	Comments by	5 May 2015
	Shinfield Parish Council request that the planning officer agree the colour of the wood paneling along the southern aspect to ensure it is in-keeping with the existing building.		
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<b>F/2015/0883</b> Proposal	Croft Road, Spencers Wood. Application for the erection of a temporary sales & marketing suite and associated works.		
Planning Officer Comment	Alex Thwaites	Comments by	6 May 2015
	No comment		
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<b>F/2015/0886</b> Proposal	1 The Square, The Ashes, Spencers Wood. Proposed erection of a two storey rear extension and part single storey side extension to dwelling.		
Planning Officer Comment	Pooja Kumar	Comments by	13 May 2015
	Whilst the Parish Council accepts that this is a reduction in the scale of the development compared to the previous application, the council still feels this is overdevelopment of a site that is already very constrained.		
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<b>A/2015/0894</b> Proposal	Land South of Croft Road, Spencers Wood, RG2 9EX Application for advertisement consent for the proposed erection of flag and flag poles, hording and hording streamer.		
Planning Officer Comment	Alex Thwaites	Comments by	6 May 2015
	Shinfield Parish Council requests that low noise flag attachments be used.		
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<b>F/2015/0895</b> Proposal	400 South Oak Way, Green Park. Proposed installation of a new aluminium canopy, creation of a new entrance, with revolving door, new covered cycle storage and a waste storage enclosure for bins, 6 new parking spaces and erection of new solar panels and associated landscaping.		
Planning Officer Comment	Cris Lancaster	Comments by	18 May 2015
	No comment		
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<b>VAR/2015/0950</b> Proposal	Land north of Cutbush Lane, Shinfield. Application for variation to condition 34 (Flood risk assessment) of planning consent O/2013/0101 to allow insertion of the following requirements: The development hereby submitted shall be carried out in accordance with the PBA Technical Note (Ref 32873/TN02) and proposed drainage strategy ref 32873/001/005 unless otherwise agreed in writing with the Local Planning Authority.		
Planning Officer Comment	Chris Howard	Comments by	14 May 2015
	Shinfield Parish Council feels that it is insufficiently qualified to comment on this request for a variation of conditions.		
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<b>F/2015/0959</b> Proposal	100 Grazeley Road, Three Mile Cross, RG7 1BJ Proposed erection of a single storey front and side extension to dwelling following demolition of conservatory, Re-submission of application F/2014/0867.		
Planning Officer Comment	Rosie Rogers	Comments by	15 May 2015
	Shinfield Parish Council expresses concern that the side extension (the hall and utility room) brings the building too close to the existing roadway / driveway access with possible implications for safety.		
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## 126.2 List of plans approved:

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<b>F/2012/2123</b> Proposal	Holy Trinity Church, Church Lane, Grazeley Proposed conversion of redundant parish church of Holy Trinity to a single dwelling including internal subdivision, re roofing including roof windows, new services, driveway, garage and heat pump system. Removal of East window for relocation to museum.
Our comment	No comment
<b>F/2014/1308</b> Proposal	22 Hollow Lane, Shinfield Proposed erection of a two-storey building containing 6no self-contained flats (4 x 1 bed and 2 x 2 bed) with associated parking, cycle and bin stores; and repositioning of access; following demolition of the existing redundant care home.
Our comment	No comment
<b>F/2014/2323</b> Proposal	Land north of Croft Road (rear of 89 – 95 Clares Green Road), Spencers Wood. Proposed erection of 9 detached dwellings with garaging, associated parking, access and landscaping.
Our comment	<p>Shinfield Parish Council objects to this application for the following reasons:</p> <p>Despite changes to the application since the initial submission, there remain significant concerns around the access to the site. The approved outline plans for this location (covered in planning application O/2013/0346) detail new highways access from yet to be constructed roads. This application shows access from Croft Road, which is a rural lane and not suitable for additional residential traffic. The creation of a one way traffic system in recent years was due in part to already existing concerns for highway safety on this road.</p> <p>The junction of Croft Road with Grovelands Road has existing on-coming traffic visibility issues, regularly exacerbated by parked vehicles. The parish council endorses local residents' highways safety concerns from additional traffic using this junction. The Clear intent of the outlying application (O/2013/0346) is to manage traffic flows away from Croft Road and onto a straighter road with clearer sight lines. Croft Road has also been identified as a valuable wildlife area, and for this additional reason should be protected from additional traffic.</p> <p>The Design and Access statement for this application recognises that the closest public transport is some 750 meters from the site. This is well in excess of the recommended 400 meters. This will likely mean a preference for car vehicle use rather than public transport accessing and egressing the site.</p> <p>The Parish Council notes that whilst the density and the height of the accommodation has been reduced since the initial application, the approved outline plans show 6 dwellings on this site, and the nine proposed dwellings, albeit smaller in scale, will still appear out of keeping with the existing neighbouring dwellings. Despite a reduction in height of the buildings closest to Croft Road, the development heights are still significantly greater than surrounding dwellings and still restrict the light and cause overshadowing. The concept of the outline approved application (O/2013/0346) is for low two storey dwellings along the edge of the overall development, providing a transition from the existing, with two and half and three storey dwellings located only in the very centre of the development, and this application appears to ignore the need for a gentler transition into taller buildings.</p> <p>The application still lacks a clear definition and timetable of its infrastructure contributions, to work with the overall SDL phasing, of which it is already part. Particular concern has been raised for school places, if the site is constructed ahead of the delivery of new primary schools linked to the overall SDL. The parish council therefore objects to this application being delivered in advance of the</p>

creation of the infrastructure from the Spencers Wood development from Taylor Wimpey and David Wilson Homes.

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<b>F/2014/2585</b> Proposal	20, Arborfield Road, Shinfield. Proposed erection of detached 4no bedroom dwelling following demolition of existing dwelling.
Our comment	No comment

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<b>F/2014/2720</b> Proposal	United Church, Grazeley Road, Three Mile Cross. Proposed erection of six dwellings with associated landscaping and car parking with the conversion of existing chapel to one residential unit following the demolition of existing church hall.
Our comment	No comment

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<b>F/2014/2786</b> Proposal	339 Whitley Wood Lane, RG2 8PX Proposed erection of two storey and first floor side extensions to dwelling with pitched roof over existing kitchen and rear dormer window to existing bedroom
Our comment	No comment

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<b>F/2014/2861</b> Proposal	Ivanhoe, Basingstoke Road, Spencers Wood Proposed erection of part two storey part single storey side extension Shinfield Parish Council requests that any brickwork on the extension visible from the frontage is designed to reflect the character brickwork of the property, in order to match the existing street scene.
Our comment	
Note	The parish, in their comments raised a concern on the proposed materials to be used on the external walls visible along the street scene. This will be addressed by a condition attached to planning permission to use matching materials.

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<b>F/2015/0105</b> Proposal	2a Westlands Avenue Proposed erection of two storey front extension with roof alterations plus conversion of existing garage to habitable accommodation.
Our comment	No comment

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<b>F/2015/0163</b> Proposal	35 Oatlands Road, Shinfield. 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.
Our comment	No comment

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<b>F/2015/0168</b> Proposal	Lane End House, Shinfield Road, Shinfield. 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.
Our comment	The parish council welcomes the reduction in density on the site, the improved layout and the attractive house designs.

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<b>F/2015/0173</b> Proposal	11, Wilsford Close, Lower Earley. Proposed erection of single storey rear and first floor side extensions.
Our comment	No comment

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<b>F/2015/0212</b> Proposal	55 Appletree Lane, Spencers Wood Proposed erection of single storey side extension following the demolition of existing garage (part retrospective)
Our comment	No comment

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<b>VAR/2015/0230</b> Proposal	181, Hyde End Road, Spencers Wood. Application to vary condition 6 of planning consent (F/2012/2504) (Erection of 1x 3 bed dwelling) to allow the integral car port to be enclosed to create habitable accommodation to dwelling.
Our comment	No comment

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<b>F/2015/0319</b> Proposal	2 Appletree Lane, Spencers Wood. Proposed erection of a part two storey rear, single storey rear/side extension, single storey front extension to form porch and conversion of existing garage to additional habitable accommodation.
Our comment	The parish council expresses concern that the scale of this extension will appear incongruous and will negatively impact the street scene.
Notes	Whilst the proposal extension would wrap around the existing dwelling, in part due to the existing garage, the proposal is otherwise subservient to the existing dwelling. The proposed porch and rear extension complies with the requirements of the borough design guide. Whilst the proposed side extension would not leave a 1 metre gap to the boundary (contrary to the requirements of the Borough Design Guide), this proposed side extension replaces an existing side extension and would otherwise fall within the requirements of Permitted Development (The GPDO). As such it is not considered reasonable to refuse the application on this ground alone. Therefore the proposal is recommended for approval.

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<b>F/2015/0405</b> Proposal	110 Cirrus Drive, Shinfield. Proposed erection of a single storey rear extension to dwelling to form conservatory.
Our comment	No comment
<b>CLP/2015/0407</b> Proposal	38 Cutbush Lane, Shinfield. Application for a certificate of lawful proposed use for the erection of an outbuilding in the rear garden.
Our 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.
Notes	Whilst the proposal extension would wrap around the existing dwelling, in part due to the existing garage, the proposal is otherwise subservient to the existing dwelling. The proposed porch and rear extension complies with the requirements of the borough design guide. Whilst the proposed side extension would not leave a 1 metre gap to the boundary (contrary to the requirements of the Borough Design Guide), this proposed side extension replaces an existing side extension and would otherwise fall within the requirements of Permitted Development (The GPDO). As such it is not considered reasonable to refuse the application on this ground alone. Therefore the proposal is recommended for approval.

### 126.3 List of plans refused:

<b>F/2014/2788</b> Proposal	Land north east of The Grove (Opposite Pulleyn Transport Ltd), Church Lane. Proposed erection of storage unit following the demolition of existing building (retrospective)
Our 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.

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<b>F/2015/0213</b> Proposal	1 The Ashes, The Square, Spencers Wood Proposed erection of two storey rear and single storey side extensions.
Our comment	The parish council expresses 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.

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**F/2015/0267** 17 Appletree Lane, Spencers Wood.  
 Proposal Proposed pitched roof to existing rear extension to replace flat roof and extension of existing front and rear flat roof dormers.  
 Our comment No comment

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14/PH/127 **Enforcement**  
 127.1 The Assistant Clerk gave a verbal update on one enforcement item.

14/PH/128 **Neighbourhood Development Plan progress report**  
 This item was not discussed.

14/PH/129 **Highways, Street lighting and footpath matters**  
 129.1 Cllr Greenway enquired about plans for the footpath across the Sheepbridge Court Farm Solar Farm site. The Assistant Clerk reported that no further information on proposals for the relocation of the path had been received.  
 129.2 The Assistant Clerk reported on a correspondence item about WBC's LED street lighting replacement project and a grant received by the Borough Council to fund it.

14/PH/130 **Correspondence**  
 Correspondence items were deferred to the next meeting.

14/PH/131 **Date of next meeting**  
 The Assistant Clerk noted the date for the next meeting as 26 May 2015.

Cllr Hughes thanked members of the committee for all their hard work this year and stated that he hoped those councillors re-elected would join the planning committee for the coming year. He thanked Cllr Atkins for his very useful participation in the planning meetings and hoped that he would be able to re-join the council at future date.

*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