

Minutes approved on:	30 June 2016
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## Minutes of a meeting of the Planning and Highways Committee held on Thursday 09 June 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

Present: Cllrs P Emmet, J Greenway (V Ch), A Grimes, P Hughes, A Masood, D Peer (Ch).

Attending: K Hughes (Deputy Clerk)

### 16/PH/13 Public Questions

There were no public questions

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

14.1 There were no apologies for absence as all members were present.

14.2 Cllr Peer reported in interest in application 161370 as it is directly opposite her residence and as such any works could have an impact on her.

### 16/PH/15 Minutes of the previous meeting

15.1 It was RESOLVED that the minutes of the meeting of 23 May 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.

#### 15.2 Matters arising:

##### 15.2.1 Topping off at Croft Gardens

The Deputy Clerk reported that she had followed up with WBC on this and the surfacing has now been done.

##### 15.2.2 Cutbush Lane

The Deputy Clerk reported that access to the houses and offices at the far end of Cutbush Lane will be retained via a junction with the new relief road, and vehicles will be able to turn both towards the Arborfield Road and the Black Boy roundabout. At the end of the stopped up section of Cutbush Lane, there will be a kerbed turning area, a small embankment up to the new road and a noise barrier across the road. There will be pedestrian and cycle access across the new relief road.

##### 15.2.3 Tree Preservation Order

The Deputy Clerk reported that no response has been received and members requested that this be escalated.

##### 15.2.4 Planning application comment follow-up

The Deputy Clerk reported on a response from Daniel Hay regarding a planning application.

##### 15.2.5 Enforcement Letter

Members noted that the letter has been finalised today and will be sent on 10 June

##### 15.2.6 Capital Drainage works

The Deputy Clerk reported that drainage works at Church Lane are currently expected to commence in mid-September.

##### 15.2.7 Neighbourhood Plan social media thread

Members discussed comments posted on a recent thread regarding Neighbourhood Planning. Following discussion, members asked the Communications and Policies Committee to draft a response.

##### 15.2.8 Certificate of Lawful Planning

The Deputy Clerk reported on CLP applications and noted that they are used to establish whether an existing or future use of land or development is, or would be lawful. The certificate is now a planning permission, and the merits of the use, operation or activity in the application are not relevant. The issue of a certificate depends entirely on factual evidence about the history and planning status of the building or other land and the interpretation of any relevant planning law or judicial authority. As such, conditions requested in comments from the parish council are often not able to be applied. The Deputy Clerk agreed to review upcoming CLP applications and circulate to members if they are significant.

#### 15.2.9 Future presentations from the development consortium

The Deputy Clerk reported on a request to present to members on Thursday 23 June 2016 on two development sites, and a request to give a presentation ahead of the 30 June 2016 planning meeting. Members agreed to the request and asked the Deputy Clerk to confirm a start time of 7pm

### 16/PH/16 **Schedule of deposited plans**

**152564**  
Proposal **1 Rosecroft Way, Shinfield, RG2 9AP**  
Householder application for the proposed erection of a two storey side/rear extension to dwelling, part garage conversion to additional habitable accommodation and erection of dormer windows.  
Planning Officer Rosie Rogers  
Comments Comments by 31 May 2016 \* Extension granted  
Shinfield Parish Councils feels these revised plans are not a significant alteration of the original plans and as such, still overdevelopment of a small site.

**161204**  
Proposal **Mays Hill Lodge, Beech Hill Road, Spencers Wood**  
Application for a certificate of lawfulness for the proposed erection of a side extension to the existing dwelling.  
Planning Officer Dariusz Kusyk  
Comments Comments by 15 June 2016  
No comment

**161352**  
Proposal **57 Grazeley Road, Three Mile Cross, RG7 1BL**  
Householder application for the proposed erection of a single storey rear sun lounge to the existing dwelling.  
Planning Officer Brett Beswetherick  
Comments Comments by 14 June 2016  
No comments

**161354**  
Proposal **Thames Valley Science Park, Shinfield**  
Application for a Screening Opinion for an Environmental Impact Assessment for proposed development of Phase 2 of the Thames Valley Science Park.  
Planning Officer David Smith  
Comments Comments by 23 May 2016  
Shinfield Parish Council anticipates that the borough council will undertake the necessary assessments.

**161365**  
Proposal **Holy Trinity Church, Church Lane, Grazeley, RG7 1LD**  
LB/2012/2124 Application for listed building consent for the proposed conversion of the redundant parish church of Holy Trinity to a single dwelling including internal subdivision, re-roofing plus roof windows, new services, driveway and garage.  
Planning Officer David Maguire  
Comments Comments by No details  
Shinfield Parish Council welcomes the retention of this listed building and the sympathetic retention of both internal and external architectural features.

**161370**  
Proposal **290 Hyde End Road, Spencers Wood, RG7 1DN**  
Householder application for proposed erection of part single, part two storey rear extension to dwelling following demolition of existing conservatory, front porch extension and conversion of existing garage to habitable accommodation.  
Planning Officer Stefan Fludger  
Comments Comments by 21 June 2016  
No comment

### 16.2 Late list plans:

**161413**  
Proposal **400 South Oak Way, Shinfield, RG2 6AD**  
Advertisement consent for the proposed erection of 1no internally illuminated fascia sign  
Planning Officer Dariusz Kusyk  
Comments Comments by 30 June 2016  
No comment

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<b>161509</b>	<b>10 Grovelands Road, Spencers Wood, RG7 1DP</b>
Proposal	Householder application for the proposed erection of a single storey front extension to form porch
Planning Officer	Brett Beswetherick
Comments	Comments by 30 June 2016 No comment

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<b>161524</b>	<b>Land North of Three Mile Cross and South of M4 Junction 11, Basingstoke Road, RG7 1NY</b>
Proposal	Consultation from Reading Borough Council for the following proposal: Installation of pumping station including compound, means of enclosure and associated plant and equipment and means of access.
Planning Officer	Pooja Kumar
Comment	Comments by 23 June 2016 No comment

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### 16.3 List of plans approved:

<b>153435</b>	<b>Land at the Manor, bordered by Brookers Hill, Hollow Lane and Church Lane</b>
Proposal	Reserved Matters application pursuant to planning consent VAR/2013/0602 for development of a sports pavilion and associated vehicle parking, public open space (including a cricket pitch and informal open space), landscaping and associated works. This application comprises details of appearance, landscaping, layout and scale.
Our Comment	Shinfield Parish Council welcomes additional sport provision within the parish

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<b>160036</b>	<b>1 Regis Close, Whitley Wood, Reading, RG2 4AT</b>
Proposal	Householder application for a proposed erection of single storey rear extension, front canopy plus alteration to existing porch (part retrospective)
Our comment	Shinfield Parish Council objects to a retrospective application of this kind and believes that it should be reject and a full process of enforcement to remove the unapproved extension should be undertaken. The Parish Council feels that this is a significant precedent issue that if it is not properly enforced will lead to an increase in undesirable retrospective applications, which the council will have difficulty defending. The overall development, including both the dormer and the ground floor extension represents overdevelopment of the site and there is a significantly detrimental impact on the street scene.

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<b>160515</b>	<b>14 Arborfield Road, Shinfield, RG2 9DY</b>
Proposal	Householder application for the proposed erection of a part single storey, part two storey rear extension, single storey front extension and the demolition of one chimney stack
Our Comment	No comment

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<b>160792</b>	<b>BP Garage, Basingstoke Road, Spencers Wood, RG7 1BA</b>
Our comment	Application for advertisement consent for proposed erection of illuminated and non-illuminated signs, including 6 fascia signs, 2 hanging signs and 13 other signs We request for lit signage to only be lit during operating hours.

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<b>160832</b>	<b>3 Hilltop Gardens, Spencers Wood, Wokingham, RG7 1HQ</b>
Proposal	Application for a certificate of lawfulness for the proposed conversion of part front garden from grass to permeable block paving.
Our comment	Shinfield Parish Council objects to an application to convert highways verge to a parking area. This will be detrimental to the street scene and will set an unwanted precedent for the street.

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<b>160972</b>	<b>7 Lane End Close, Shinfield, RG2 9AS</b>
Proposal	Application for a certificate of lawfulness for the proposed single storey rear extension to existing dwelling.
Our comment	Shinfield Parish Council feels this is over development of the site.

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<b>160988</b>	<b>211 Hyde End Road, Spencers Wood, RG7 1BU</b>
Proposal	Householder application for the proposed two storey rear extension to existing dwelling plus new proposed front extension to apply timber/timber effet cladding
Our Comment	No comment

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<b>160989</b>	<b>315 Hyde End Road</b>
Proposal	Householder application for the proposed erection of a single storey front extension to dwelling. Retrospective.
Our comment	Shinfield Parish Council believes this front development improves the visual appearance of the street scene, but we object in general to retrospective applications.
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<b>160999</b>	<b>9 Coningham Road, Shinfield, RG2 8QP</b>
Proposal	Application for a certificate of lawfulness for the erection of a detached outbuilding
Our comment	Shinfield Parish Council requests that no mains drainage be added to this development, to prevent its conversion to a separate dwelling at a later date.
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<b>161007</b>	<b>16 Sevenoaks Drive, Spencers Wood, RG7 1</b>
Proposal	Householder application for the proposed single storey rear extension to the existing dwelling
Our comment	No comment
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<b>161047</b>	<b>Land at Junction 11 of M4/A33, Basingstoke Road, Reading</b>
Proposal	Consultation from Reading Borough Council for the following proposal: Replacement of 15m high monopole with new 15m high phase 4 monopole with shrouded antennas. Installation of 1no. additional equipment cabinet.
Our comment	No comment
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<b>161096</b>	<b>62 Clements Close, Spencers Wood, RG7 1HH</b>
Proposal	Application for a certificate of lawfulness for the proposed erection of outbuilding in rear garden.
Our comment	Shinfield Parish Council requests that no mains drainage be included, to prevent this development from being converted into a separate residential dwelling in the future.
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#### 16.4 List of plans refused:

<b>160099</b>	<b>Land adjacent to Grange Lodge, Cutbush Lane, Shinfield, RG2 9AL</b>
Proposal	Outline application for the proposed erection of a single residential dwelling with all matters reserved
Our comment	Shinfield Parish Council objects to this application on the basis that there is insufficient information to make any meaningful judgement.
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<b>160805</b>	<b>Culverwood House, Shinfield Road, Shinfield, RG2 9BE</b>
Proposal	Full planning application for the proposed erection of 1no two storey dwelling with attached garage
Our comment	We request that the planning application provide clarity on whether there is an intention to provide access for further development along this piece of Wilsford Close. If this is not the case, we request that the development be moved further south, to close off this option, or else be moved further north to make further access more practical.
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<b>160878</b>	<b>16 Elizabeth Rout Close,</b>
Proposal	Householder application for the proposed erection of a detached garage.
Our comment	The parish council does not support the pre-emptive removal of trees – per our draft Neighbourhood Development Plan. The parish council has concerns about the breaking up of the existing building line, the potential loss of light and visual amenity for the neighbouring house and request that if permission be granted, that additional boundary treatment be considered to improve the visual amenity. The parish council is concerned that the construction of a large detached garage will impede the open plan appearance of the area, and as such, we recommend that the application be refused.
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16/PH/17

#### **Enforcement**

The Deputy Clerk reported on the following enforcement items:

##### Planning enforcement investigation notifications

- RFS/2016/082896

##### Planning enforcement closure notification

- RFS/2016/082093
- RFS/2016/082553
- RFS/2016/082766

16/PH/18 **Neighbourhood Development Plan progress report**

The Deputy Clerk reported that the inspector has started work on the plan, a conference call between the examiner, the borough and the parish has been held and two additional maps have been requested, which the borough will provide.

It is anticipated that a draft report will be received by 17 June 2016.

*Cllr Masood left the meeting at 20:45 hrs*

16/PH/19 **Highways, Street lighting and footpath matters**

19.1 The Deputy Clerk reported on a request from residents to relocate or replicate the 20 MPH flashing speed signage at School Green that is used during school drop-off and pick up times. Following discussion, and a report on the response from the borough council to the request, the Deputy Clerk was asked to obtain quotes for providing a power supply to facilitate this.

19.2 The Deputy Clerk reported that Ian Young, Ray Sharp and Kerry Taylor have met with Andy Wibling to review the impact on footpaths of the works for the West of Shinfield. Ian is due to meet with Nigel Frankland from the University of Reading to further develop the proposals and will report back to the committee in due course.

19.3 Cllr Grimes reported on concerns over large articulated vehicles carrying piping, travelling along Hyde End Road traveling to and from construction sites. It was noted that the logistics plans for the developments in the parish should exclude the use of the centre piece of Hyde End Road as a suitable route for large construction vehicles. The Deputy Clerk was asked to contact the monitoring officer and ask him to follow up on the matter.

19.4 Cllr Emmet reported on concerns over loose stones and mud on the road and paths from the construction site on Church Lane. The Deputy Clerk was asked to follow up with the monitoring officer on the matter.

19.5 The Deputy Clerk reported on a request for confirmation from Share Legal Services at WBC regarding the proposed stopping up of the road at Shinfield Players Theatre. Members confirmed they had no objections to the proposal.

19.6 The Deputy Clerk reported on street naming for the first road within the Thames Valley Science Park, which will be called 'Southern Avenue'.

16/PH/20 **Correspondence**

Members noted the following correspondence items:

20.1 Notification of dismissal of planning appeal for 317 Hyde End Road, Spencers Wood.

20.2 Householder prior notification for 12 Egerton Road, Shinfield, RG2 8HQ

20.3 Planning training at Shute End, Monday 11 July 2016 from 11am until 12:30

20.4 Notification of an amendment of the postcode for Newlands Close, Shinfield

16/PH/21 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Thursday 30 June 2016**

*The meeting ended at 21.05 hrs.*

**Action points:**

<b>Ref:</b>	<b>Action:</b>	<b>By whom:</b>
15.2.3	Escalate TPO request	Deputy Clerk
15.2.7	Request C&P to draft a response for the Neighbourhood Planning social media thread	Deputy Clerk
15.2.9	Confirm presentation dates and times with the development consortium	Deputy Clerk
19.1	Obtain quotes for a power supply for the school speed sign at School Green	Deputy Clerk
19.3	Contact the monitoring officer to report sightings of large construction vehicles on the narrow section of Hyde End Road	Deputy Clerk

19.4	Contact the monitoring officer to report stones and mud on the road at Church Lane	Deputy Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	24
Number of commented plans refused	1
Number of supported plans approved	4
Number of opposed plans approved	1