

Minutes approved on:	
----------------------	--



Clerk: Mrs S E Roberts  
Shinfield Parish Hall  
School Green  
Shinfield  
Reading  
RG2 9EH  
Tel: (0118) 988 8220  
E-mail: clerk@shinfieldparish.gov.uk  
www.shinfieldparish.gov.uk

## **DRAFT**

### **Minutes of a meeting of the Planning and Highways Committee held on Thursday 10 November 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 20:45 hrs.**

Present: Cllrs N Boyer, P Emment, A Grimes, A Masood, D Peer (Ch).

Attending: K Hughes (Deputy Clerk),

16/PH/83 **Public questions**  
There were none

16/PH/84 **Apologies and declarations of members' interests**  
84.1 Apologies for absence were received and accepted from Cllr P Hughes due to holiday.  
84.2 There were no declarations of members' interests.

16/PH/85 **Minutes of the previous meeting**  
85.1 It was RESOLVED that the minutes of the meeting of 20 October 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.  
85.2 Matters arising:  
85.2.1 Leopard 10 bus service  
The Deputy Clerk reported that a further site inspection has been carried out, to determine whether the bus can now turn around in the Croft Gardens development, and it is expected that Wokingham Borough Council will update the Parish Council on the matter shortly.  
85.2.2 Road traffic speeds  
Cllr Peer reported on a meeting with Inspector Lloyd from Thames Valley Police. It was noted that no specific action can be taken until the speed reduction plans are progressed. Following discussion, the Deputy Clerk was asked to pursue an online petition for 30MPH for key roads within the parish.  
85.2.3 Problem parking areas  
Members noted that this item will be followed up once Wokingham Borough Council has adopted civil parking enforcement.  
85.2.4 Street lighting upgrade  
Members noted the report from the Deputy Clerk on street lighting and projected costs for the LED replacement project. It was noted that, whilst the costs of column and lantern replacements are known, there are other costs that may arise, when the work commences. Members noted that the costs should come in under the budgeted figure. The Deputy Clerk was asked to investigate whether Wokingham Borough Council will take on management of these lights once the upgrade is carried out.  
85.2.5 Audiovisual equipment upgrade  
Members reviewed the quotes for upgraded audiovisual equipment, and identified a preferred option. Members noted the need for approval from F&GP as the item was not budgeted for, and the Deputy Clerk was asked to add this to the agenda for the next F&GP meeting, scheduled for 5 December.

16/PH/86

**Deposited plans**

<b>161911</b> Proposal	<b>Crosfields School, Shinfield Road, Shinfield, RG2 9BL</b> Full application for the proposed artificial turf pitch with fencing and floodlighting, re-grading of land for new football pitches and an artificial cricket wicket
Planning Officer	Pooja Kumar
Comments	Comments by Unknown No comment
<b>162818</b> Proposal	<b>Land North of (Land End Farm) Cutbush Lane, Shinfield</b> Application for approval of Reserved Matters in relation to the construction of a permanent car park to serve phase 1 of the Thames Valley Science Park. Application made pursuant to Outline Planning Permission 152330 (Outline Permission for Phase 1 of a Science and Innovation Park – granted 22/10/2015).
Planning Officer	David Smith
Comments	Comments by 15 November 2016 No comment
<b>162819</b> Proposal	<b>Land adjacent to 2 Hollow Lane, Shinfield, RG2 9DX</b> Full application for the proposed erection of 2no two bedroom flats with associated amenity area and parking.
Planning Officer	Pooja Kumar
Comments	Comments by Unknown We request that the planning officer check that this complies with parking standards and request a contribution towards the upgrade of Oatlands Road surface.
<b>162829</b> Proposal	<b>Land North of Church Lane, Three Mile Cross</b> Application for Reserved matters application for 175 dwellings including internal access roads, garages, parking places, open spaces, allotments, Multi-Use Games Area (MUGA) and Locally Equipped Area of Play.
Planning Officer	Christopher Howard
Comments	Comments by 21 November 2016 Shinfield Parish Council request that a residential 20 MPH zone be created for the development from the outset. The Parish Council requests that parking enforcement be managed by the developer from first occupation, until the roads are adopted by the Borough Council.
<b>162830</b> Proposal	<b>Land north of Church Lane, Three Mile Cross</b> Full application for a proposed vehicular private driveway access of Church lane to serve residential development on Land North of Church lane.
Planning Officer	Christopher Howard
Comments	Comments by 22 November 2016 No comment.
<b>162832</b> Proposal	<b>Land north of Church Lane, Three Mile Cross, RG7 1HB</b> Full application for the proposed temporary vehicular access off Church Lane to provide access to marketing Suite for a period of three years upon commencement of construction.
Planning Officer	Christopher Howard
Comments	Comments by 22 November 2016 Shinfield Parish Council is concerned that this is a dangerous location for an entrance off Church Lane, in relation to Hyde End Lane.
<b>162841</b> Proposal	<b>Land North of Cutbush Lane, Shinfield</b> Application for approval of Reserved Matters in relation to the development of Phase 1b of the proposed Thames Valley Science Park (TVSP) for a new cancer treatment centre, all associated landscaping, access and ancillary works. Application made pursuant to Outline Planning Permission 152330 (Outline Permission for Phase 1 of a Science and Innovation Park - granted 22/10/2015).
Planning Officer	David Smith
Comments	Comments by 17 November 2016 Shinfield Parish Council welcomes such a state of the art facility.
<b>162876</b> Proposal	<b>6 Skylark Way, Shinfield, RG2 9AJ</b> Householder application for the proposed conversion of existing loft space to additional habitable accommodation, to include a side facing dormer.
Planning Officer	Rosie Rogers
Comments	Comments by 29 November 2016 Shinfield Parish Council feels this is overdevelopment on an already constrained site. If approved, the council request that the window be of obscured glass, to prevent any overlooking of number 4.
<b>162894</b> Proposal	<b>550 South Oak Way, Green Park, RG1 6AD</b> Consultation from Reading Borough Council for the following proposal: Thames Water Roundel Sign
Planning Officer	Rosie Rogers
	Comments by 7 November *Extension granted

Comments No comment

---

## 86.2 Planning decisions: Approvals

<b>150295</b> Proposal Our comment	<b>Land adjacent to 56 Grazeley Road, Three Mile Cross, RG7 1BJ</b> Householder application for additional orangery to the existing dwelling No comment
<b>152163</b> Proposal Our comment	<b>Land adjacent to Rose Cottage, Croft Road, Spencers Wood, RG2 9EX</b> Full application for the proposed erection of 4no detached dwellings with associated landscaping and new access The parish council does not object to the application, but request to retain as much green screening as possible, in order to retain the rural feel of Croft Road as much as possible, as identified in the SDL masterplan
<b>161996</b> Proposal Our comment	<b>8 Teal Grove, Shinfield, RG2 9AZ</b> Full planning application for the proposed change of use of amenity land to car park space and a forest bark section as landscaping (retrospective), Plus moving the light from the centre of the forest bark section to next to the electricity box on the land. Shinfield Parish Council objects to the change of use of amenity land, which forms part of the approved boundary treatment for the development, to provide a buffer zone between the built form and public footpath 11. The land also provides part of the drainage strategy for this development. We note that the changes of use of the amenity land has been carried out outside a number of the other houses along this road.
<b>162171</b> Proposal Our comment	<b>213 Hyde End Road, Spencers Wood, Wokingham, RG7 1BU</b> Householder application for proposed erection of front and rear two storey extensions to dwelling, raising of roof height to provide additional first floor habitable accommodation to include two rear Juliette balconies, plus erection of single storey side extension to form garage following demolition of existing detached garage. No comment
<b>162345</b> Proposal Our comment	<b>6 Kimpton Close, Shinfield, RG6 4AX</b> Householder application for the proposed replacement of existing damaged garden fence and retaining wall cladding (retrospective) No comment
<b>162434</b> Proposal Our comment	<b>Brambles, Shinfield Road, Shinfield, RG2 9BE</b> Householder application for the proposed erection of a single storey rear extension with roof lantern and a Juliet balcony to the master bedroom on the rear first floor. No comment
<b>162451</b> Proposal Our comment	<b>12 Teal Grove, Shinfield, RG2 9AZ</b> Full application for change of use of land from amenity land to residential car parking (retrospective) Shinfield Parish Council objects to the change of use of amenity land, which forms part of the approved boundary treatment for the development, to provide a buffer zone between the built form and public footpath 11. The land also provides part of the drainage strategy for this development. We note that the change of use of the amenity land has been carried out outside a number of the other houses along this road.
<b>162458</b> Proposal Our comment	<b>10 Teal Grove, Shinfield, RG2 9AZ</b> Full planning application for the proposed change of use from amenity land to car parking plus the erection of single storey rear extension to dwelling (retrospective) Shinfield Parish Council objects to the change of use of amenity land, which forms part of the approved boundary treatment for the development, to provide a buffer zone between the built form and public footpath 11. The land also provides part of the drainage strategy for this development. We note that the change of use of the amenity land has been carried out outside a number of the other houses along this road. Shinfield Parish Council objects to retrospective planning applications.
<b>162637</b> Proposal Our comment	<b>54 Hartley Court Road, Three Mile Cross, RG7 1NS</b> Householder application for proposed erection of first floor rear extension to dwelling Shinfield Parish Council objects to the use of a flat roof for a first floor extension.

<b>162710</b>	<b>47 Ducketts Mead, Shinfield, RG2 9GY</b>
Proposal	Householder application for the proposed single storey rear extension to existing dwelling (retrospective)
Our comment	No comment

---

### 86.3 Planning decisions: Refusals

<b>162495</b>	<b>Culverwood House, Shinfield Road, Shinfield, RG2 9BE</b>
Proposal	Full planning application for the proposed erection of a 1 no .two storey detached dwelling with attached garage
Our comment	Shinfield Parish Council objects to the loss of a number of mature trees, which would be required to deliver this application. Shinfield Parish Emerging Neighbourhood Development Plan seeks to protect and provide minimum 15m buffer zones around significant trees, and this proposal fails to meet this requirement. The loss of the verdant nature of the site would be a significant detrimental impact on the area, and makes the site inappropriate for this form of residential development. The Parish Council is also concerned that this development would set a precedent for further development along the rear gardens of this verdant area.

---

16/PH/87 **Enforcement**  
There were no enforcement matters to report

16/PH/88 **Budget items 2017/18**  
The following budget items were recommended for 2017/18:

Street lighting installation	£2,000
Street lighting energy and repairs	£12,000
Paper plans and printing, including printing new footpath leaflets, as required	£2,000
Footpath upgrade funds	£5,000
Planning consultancy and support	£30,000
Total	£51,000

*Members agreed to continue the meeting beyond 10pm*

The Deputy Clerk reported that the budgeted figure for the LED street lighting project will be moved into earmarked reserves, as it is unclear as yet when this upgrade work will be carried out (members noted that the borough wide project runs until March 2018).

The Deputy Clerk was asked to obtain some quotes for planning consultancy.

16/PH/89 **Neighbourhood Plan**  
The Deputy Clerk reminded members that, as individual residents, they are permitted to actively promote the referendum amongst friends and neighbours, and encouraged them to direct residents with questions to the parish office.

16/PH/90 **Highways, Street lighting and footpath matters**  
90.1 The Deputy Clerk reported on a request from Mr Ian Young, to transfer the approved funds for footpath 11 repairs, which were carried out and funded by Buxted Construction, to allow for repairs to footpath 20, which runs from Ryeish Green pitches to Three Mile Cross, along the back of the housing on the east of the Basingstoke Road. Members recommended the request be approved, and noted that the request is going to council formally on 14<sup>th</sup> November.

16/PH/91 **Correspondence**  
The following correspondence items were noted:

- Notification of approval of Certificate of Lawful Existing Use for Yew Tree Farm, Beech Hill Road, Spencers Wood, RG7 1HR (Farm View Nursery)
- Notice of planning appeal decision for Land adjacent to Grange Lodge.
- Notice of planning committee for 161920 – Land rear of Stanbury House (Proposed change of use of agricultural land to provide SANG)

- Notice of planning committee for 161301 – Land west of Beech Hill Road (Reserved Matters application)

16/PH/92 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Thursday 1 December 2016**

*The meeting ended at 22.20 hrs.*

**Action points:**

<b>Ref:</b>	<b>Action:</b>	<b>By whom:</b>
85.2.1	Investigate options for an online petition to reduce speed limits on the main roads within the parish	Deputy Clerk
85.2.3	Follow up on key parking problem areas with WBC once parking enforcement is adopted	Committee
85.2.4	Follow up with WBC regarding future LED street lighting management	Deputy Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	92
Number of supported plans approved	47
Number of opposed plans approved	7