

Minutes approved on:	05 September 2016
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Minutes of a meeting of the Planning and Highways Committee held on Monday 15 August 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

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

Attending: K Hughes (Deputy Clerk), Charles Rafferty (Bewley Homes), David Wetherill (Turley), Mr T Follen (Resident), Mr J Fretwell (Resident), Mrs J Fretwell (Resident)

16/PH/42 Public Questions

- 42.1 Members received a presentation from David Wetherill from Turley and Charles Rafferty from Bewley Homes, regarding a proposal for 26 homes on land to the rear of Diana Close, Spencers Wood. It was reported that a planning application was expected to be submitted in the autumn and that planners were currently in pre-application talks with Wokingham Borough Council.
- 42.2 Members and residents asked questions about pedestrian access and safe walking routes, parking and road widths and boundary treatments.

Mr Rafferty, Mr Wetherill, Mr Follen, Mr Fretwell and Mrs Fretwell left the meeting at 20:15 hrs

16/PH/43 Apologies and declarations of members' interests

- 43.1 Apologies were received and accepted from Cllr Masood, due to work commitments.
- 43.2 There were no declarations of members' interests.

16/PH/44 Minutes of the previous meeting

- 44.1 It was RESOLVED that the minutes of the meeting of 25 July 2016 were a correct record of the meeting, and these were signed by Cllr D Peer, subject to two spelling corrections.
- 44.2 Matters arising:
 - 44.2.1 Homes in Multiple Occupation

Cllr Peer reported on a recent meeting with residents living in two developments located off Cutbush Lane, regarding HMOs. Cllr P Hughes reported on the covenant on homes in the developments restricting the use of the dwellings, and that residents had sought legal advice over the conversion of homes to homes of multiple occupation and were engaging a solicitor to assist with the matter.

He reported that the residents were seeking to establish a residents' association.

Cllr P Hughes reported that WBC's Environmental Health team had issued a number of licenses, and that the Clerk had requested information on how many had been issued across the parish.
 - 44.2.2 School Green Speed Sign

The Deputy Clerk reported that she had spoken to Jason Bale at Wokingham Borough Council on the matter. It was noted that WBC aren't planning any further changes until the Eastern Relief Road (ERR) is open. Jason Bale noted that there is currently a 30 MPH speed sign at the entrance to School Green, meaning that a school sign cannot be located at this site. If the road speed on Hollow Lane is reduced following the opening of the ERR, the 30 MPH sign would no longer be required and the space would become available to re-locate the school speed sign. The Deputy Clerk noted that the desire was to improve overall awareness of drivers at School Green, and to encourage safer driving, whether that be through the better siting of flashing school speed signs, or through other measures.

44.2.3 Basingstoke Road speed limit

The Deputy Clerk reported that she had also spoken to Jason Bale at WBC about speed indicator signs, which residents in Spencers Wood have requested for the Basingstoke Road.

The Deputy Clerk reported that other parishes have invested in these signs, and noted that Jason had passed on the details of the company that provide them for WBC. The Deputy Clerk confirmed that she has requested a quote for fixed and mobile signage.

The Deputy Clerk circulated a design proposal for speed limit reductions and measures, approved as part of the F/2013/0347 planning application. The Deputy Clerk will speak to the highways team at WBC to determine when these measures will be actioned.

44.2.3 Leasable green space

CLlr P Hughes confirmed that he had spoken to the University of Reading about the potential for the parish council to lease some green space for recreational use.

44.2.4 Local Plan Update

CLlr Peer reported that she and CLlr P Hughes will be attending a meeting at Wokingham Borough Council on 8 September to learn more about sites put forward for the Local Plan Update.

16/PH/45 **Schedule of deposited plans**

162000	8 Hunters Way, Spencers Wood, RG7 1HW		
Proposal	Householder application for the proposed part conversion of existing garage to habitable accommodation		
Planning Officer	Dariusz Kusyk	Comments by	24 August 2016
Comment	No comment		

162004	Land between Arborfield Road, Cutbush Lane and Shinfield Road		
Proposal	Application for Variation of Conditions 8 (details of walls, fences and other means of enclosure), 10 (details of hard and soft landscape details) and 21 (details of Noise Mitigation) of Planning Permission 160011 (Shinfield Eastern Relief Road) to allow for amendments to details of such which were previously submitted to and approved in writing by the Local Planning Authority.		
Planning Officer	David Smith	Comments by	23 August 2016
Comment	Shinfield Parish Council supports the Oatlands Road residents' wish to see the installation of acoustic fencing and suitable mature planting, as per the original planning permission, which provides a long term constant level of noise attenuation. Any proposed noise treatment must meet this long term objective of continuous abatement. The parish council notes that, in other areas within the borough where lower noise road surfacing has been used, the surface has shown to be not as hard wearing as a conventional road surface. The reduced noise is therefore only a short term benefit, as the noise level increases as the surface wears away. It is noted that the relief road is identified as the main route for gravel extraction vehicles as well as other construction traffic, and the high volume of traffic (particularly heavy goods vehicles) is likely to lead to the surface requiring additional work sooner rather than later. We request that the borough monitor the level of noise generation once the road is fully in use and ensure that the target noise levels are met at all times.		

162068	3a School Green, Shinfield, RG2 9EE		
Proposal	Full application for the proposed erection of a replacement two storey building (Office B 1(a) use), following demolition of existing building.		
Planning Officer	Mark Croucher	Comments by	24 August 2016
Comment	No comment		

45.2 Late list plans:

162114	Lane End House, Shinfield, RG2 9BB		
Proposal	Application to vary condition 2 of planning consent F/2015/0168 (2/4/2015) for substitution of approved drawings to allow changes to consented scheme relating to re-design of dwellings, increase in footprint of dwellings, changes to siting of dwellings and increases in ridge heights.		
Planning Officer	Justin Turvey	Comments by	5 September 2016
Comment	No comment		

162171	213 Hyde End Road, Spencers Wood, RG7 1BU
Proposal	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.

Planning Officer Rosie Rogers Comments by No details
Comment No comment

45.3 List of plans approved:

160850 **102 Shirley Avenue, Reading, RG2 8TD**
Proposal Householder application for part single storey, part two storey rear extension to dwelling following demolition of existing single storey rear extension.

Our comment No comment

161022 **Calleva, Brookers Hill, Shinfield**
Proposal Householder application for the proposed erection of a first floor side dormer extension to dwelling

Our comment No comment

161189 **Land West of Shinfield, West of Hyde End Road and Hollow Lane South of Church Lane SHINFIELD Berkshire**
Proposal Reserved Matters application pursuant to Outline planning permission VAR/2014/0624 (Pursuant to O/2010/1432) for the erection of 517 dwellings including access roads, garages, parking spaces, open space and landscape treatment of Phase 1, Shinfield West. (Access within the site, appearance, landscaping, layout and scale to be considered).

Our Comment Shinfield Parish Council is concerned that there is a footpath which exits the 'southern' portion of the phase 1 development straight out onto Hyde End Road, on a section where there is no pavement along on this side. Residents intending to go to Shinfield Infant and Nursery School will be required to cross the road, walk along the southern side of Hyde End Road, and cross again to reach the school. This is not a safe or sustainable walk to school and will discourage people from walking. Poor walking routes will lead to excessive use of private motor vehicles.
The Parish Council requests that this phase only proceeds once sustainable travel routes that avoid conflict with the existing road network are designed and approved.

161191 **Great Lea Farm, Great Lea, Pingewood, RG7 1JL**
Proposal Conversion of Unit A to provide a single storey building; demolition and redevelopment of Unit B to provide a two storey building; demolition and redevelopment of Unit C to provide a two storey building ; conversion and extension to Units D and E to provide single storey buildings and single storey extensions to form new court yard; conversion of Unit F to provide a single storey building; demolition and redevelopment of Unit G to provide a two storey building ; conversion of Unit H to provide a two storey building; conversion of Unit J to provide a single storey building; part demolition and conversion of Unit K to provide a single storey building; conversion of Unit L to provide a single storey building and part demolition and conversion of Unit M to provide a single storey building (with the inclusion of a mezzanine floor) to create 2,335 sqm (measured internally) of B1(a) floorspace . Creation of on-site vehicle and cycle parking areas (including provision of disabled parking) and internal site roads; provision of new vehicle, pedestrian and cycle access to Great Lea; provision of detailed on and off-site landscaping, boundary treatments and other associated works

Our comment Shinfield Parish Council supports this application to provide a range of employment sites within the parish.

161250 **Sports Centre, Hyde End Lane, Ryeish Green, RG7 1ER**
Proposal Full application for the proposed construction of a new full sized fenced and floodlit artificial grass pitch and associated access and car parking improvements.
Our Comment Shinfield Parish Council is concerned that the parking identified for the artificial pitch has an alternative use until at least July 2018, as a site for temporary classrooms for the new Shinfield West School (planning application submitted and currently pending). The parish council requests that further consideration is given for alternative parking options which will not be to the significant detriment of residents along Hyde End Lane.

161570 **61 Chestnut Crescent, Shinfield, RG2 9EJ**
Proposal Householder application for the proposed erection of a single storey side extension following the demolition of existing garage
Our comment Shinfield Parish Council requests that a condition be included requiring that the extension, which has the prospect of being a separate dwelling, be retained as ancillary

to the main dwelling.

161638	3 Grenadier Close, Shinfield, RG2 9EZ
Proposal	Householder application for the proposed erection of a single storey rear extension to dwelling with 2no glazed lanterns
Our comment	No comment

161749	62 Ryhill Way, Earley, Wokingham, RG6 4AZ
Proposal	Householder application for the proposed erection of a replacement rear conservatory to dwelling
Our Comment	No comment

45.4 List of plans refused:

161432	5 Hawthorne Cottages, Pump Lane, Grazeley, RG7 1JX
Proposal	Householder application for proposed part single, part two storey side and rear extensions to dwelling plus conversion of existing conservatory into habitable accommodation with pitched tiled roof.
Our comment	No comment

16/PH/46 **Projects for the committee for 2017/18**

- 46.1 Members discussed the currently year's proposal for a large screen TV and, following discussion, it was agreed that a new, ceiling mounted projector, would offer a clear and convenient way of displaying plans. The Deputy Clerk was asked to obtain quotes for this work.
- 46.2 Members requested the Deputy Clerk to obtain quotes for two fixed speed indicator signs, and for one mobile speed indicator.
- 46.3 Members asked the Deputy Clerk to clarify whether the wooden bus shelter located on Hollow Lane, is due for replacement as part of the wider SDL development.
- 46.4 Members discussed the need for regular updates on the SDL developments from the planning department at Wokingham Borough Council.

16/PH/47 **Enforcement**

The Deputy Clerk reported on two enforcement matters

16/PH/48 **Neighbourhood Development Plan progress report**

The Deputy Clerk reported that the Neighbourhood Plan is on the forward programme to be taken to Wokingham Borough Council's 29th September Executive to seek approval to proceed to referendum and for the Examiner's recommended changes to be incorporated into the plan. She reported that a date for the referendum has been pencilled in for 8 December, to allow time for the annual canvass for the elector register, which takes place in November, and will ensure that those eligible to vote are able to do so.

16/PH/49 **Highways, Street lighting and footpath matters**

- 49.1 Cllr Peter Hughes spoke about the grass cutting being carried out by the borough council. Following discussion, he agreed to take photographs and circulate to members.

16/PH/50 **Correspondence**

The following correspondence items were received and noted:

- Wokingham Local Plan Update information
- Copy of the exhibition boards from the 19 July public consultation on proposed development at Parklands, Three Mile Cross and Spencers Wood.
- Email from David Smith regarding Thames Valley Science Park stage 2.
- Wokingham Permit Scheme Year 1 Report
- Copy correspondence from a resident highlighting concerns about speed limits on Basingstoke Road, plus response from Cllr P Hughes
- WBC glossary of planning terms
- Householder prior notification for 23 Fairmead Road, Shinfield, RG2 9DL
- Notice of appeal for application 160099 - Land adjacent to Grange Lodge, Cutbush Lane, Shinfield, RG2 9AL

16/PH/51 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Monday 05 September 2016**

The meeting ended at 21.55 hrs.

Action points:

Ref:	Action:	By whom:
44.2.2	Speak to the highways team at WBC to determine when Basingstoke Road traffic calming measures detailed in application F/2013/0347 will be actioned.	Deputy Clerk
46.1	Obtain quotes for the purchase and installation of a ceiling mounted projector	Deputy Clerk
46.2	Request quotes for fixed and mobile speed indicator signage	Deputy Clerk
46.3	Investigate whether the wooden bus shelter at Hollow Lane / School Green is scheduled for replacement	Deputy Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	54
Number of supported plans approved	26
Number of opposed plans approved	5