

**DRAFT**

**Minutes of a meeting of the Planning and Highways Committee held on Thursday 17 March 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.**

Present: Cllrs P Emment, J Greenway, A Grimes, D Peer (Ch).

Attending: K Hughes (Assistant Clerk), Mr Simon Hoar (Cratus Communication), Mr Matt Detzler (Cratus Communication), Ms. Jess Sparkes (Crest Nicholson), Mr Glen Dyer (Crest Nicholson).

**15/PH/119 Discussion with Crest Nicholson on a potential development site within the parish**

Representatives from Crest Nicholson and Cratus Communications tabled a map of the parish with a parcel of land identified for potential development, located between the settlements of Spencers Wood and Three Mile Cross, on the west side of Basingstoke Road.

Following discussion, members noted the merging of the settlements of Spencers Wood and Three Mile Cross, a highly undesirable outcome of developing the identified site, which represented the remaining green space between the edges of the two settlements along the west side of the Basingstoke Road.

Members further noted a strong protection of the green separation space in both Wokingham Borough Council's Adopted Core Strategy and in the emerging Neighbourhood Development Plan.

*Mr Simon Hoar, Mr Matt Detzler, Mr Glen Dyer and Ms Jess Sparkes left the meeting at 19:40 hrs*

**15/PH/120 Apologies and declarations of members' interests**

120.1 Apologies were received and accepted from Cllr P Hughes and Cllr I Montgomery

120.2 There were no declarations of members' interests at this point in the meeting (please see item 122.5).

**15/PH/121 Minutes of the previous meeting**

121.1 It was RESOLVED that the minutes of the meeting of 25 February 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.

**121.2 Matters arising:**

**121.2.1 Spencers Wood Post Office**

The Assistant Clerk noted that a letter from the parish has been deferred, pending the outcome of a meeting between planning enforcement officers, local residents and council members.

The Assistant Clerk was asked to follow up with the enforcement officers regarding the outcome of any actions taken.

**121.2.2 Changes to the Church Lane / Basingstoke Road Junction, Three Mile Cross**

The Assistant Clerk reported on a response from Chris Easton at Wokingham Borough Council regarding the planned junction changes.

He noted that the responsibility for the updates to the junction currently sits with the developers, and as such, the changes to the junction will be made entirely within the existing highway space.

- Members asked whether the planned stop lines can be brought further back along Church Lane.
- 121.2.3 Brookers Hill parking issue  
The Assistant Clerk reported that this has been flagged up to the local PCSOs and will follow up for any action taken.
- 121.2.4 Changes to the Hyde End Road / Basingstoke Road junction, Spencers Wood  
Members discussed the proposed changes to the junction. The Assistant Clerk was asked to follow up with Phil Milburn at WBC regarding the dates for work to commence.

## 15/PH/122 Schedule of deposited plans

<b>153245</b> Proposal	<b>Land East of Basingstoke Road, Spencers Wood</b> Advertisement application for the proposed erection of one non- illuminated advertisement board.		
Planning Officer	Stefan Fludger	Comments by	31 March 2016
Our Comment	No comment		
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<b>160036</b> Proposal	<b>1 Regis Close</b> Householder application for a proposed erection of single storey rear extension, front canopy plus alteration to existing porch (retrospective).		
Planning Officer	Stephen Thwaites	Comments by	31 March 2016
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 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>160355</b> Proposal	<b>11 St Barnabas Road, Shinfield, RG2 8EE</b> Application for a certificate of lawfulness for the proposed conversion of loft space to form habitable accommodation plus rear dormer window to dwelling.		
Planning Officer	Katie Herrington	Comments by	24 March 2016
Our Comment	No comment		
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<b>160422</b> Proposal	<b>Carnethy, Basingstoke Road, Spencers Wood</b> Householder application for the proposed erection of a single storey side and rear extension and conversion of part roof space to habitable accommodation.		
Planning Officer	Rosie Rogers	Comments by	17 March 2016
Our Comment	No comment		
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<b>160435</b> Proposal	<b>Pulleyn Transport, Church Lane,</b> Full application for the renewal of existing close boarded timber fence to existing boundary (retrospective).		
Planning Officer	Graham Vaughan	Comments by	22 March 2016
Our Comment	No comment		
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<b>160460</b> Proposal	<b>Martingales, Halls Lane, Shinfield, RG2 9BD</b> Householder application for the proposed erection of a single storey side extension.		
Planning Officer	Dariusz Kusyk	Comments by	31 March 2016
Our Comment	No comment		
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<b>160512</b> Proposal	<b>Unit N, Basingstoke Road, Spencers Wood, RG7 1PQ</b> <b>** Adjoining Parish Notification**</b> Full application for the proposed extension of unit N to provide additional space for Business Use Classes B (b) and (c) (Light industrial and Research and Development) and B8 Use (Storage and Distribution) with ancillary offices, car and lorry parking and ancillary works within existing business park.		
Planning Officer	Daniel Hay	Comments by	23 March 2016
Our Comment	Shinfield Parish Council objects to developers removing mature trees prior to the application of any development, and request that the borough investigate the loss of any mature trees and hedgerows to facilitate the extension of this site.		

We request that the tree officer carry out an investigation of the site and identify any trees that merit preservation orders.

In the event that planning permission is granted, we request that solar panels be included in the development, to make the development more sustainable.

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<b>160555</b>	<b>Thames Valley Science Park, Shinfield</b>
Proposal	Application for advertisement consent for the proposed erection of 1no freestanding V shaped non-illuminated sign
Planning Officer	David Smith
Our Comment	Comments by 28 March 2016 Shinfield Parish Council requests that the borough council liaise with Highways England to ensure that the signage does not cause a distraction to passing drivers on the M4 (particularly because this is where traffic backs up to, during the rush hour, to exit at Junction 11)

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<b>160597</b>	<b>60 Cutbush Lane, Shinfield, RG2 9AG</b>
Proposal	Householder application for the proposed erection of a single storey side extension to form orangery and the addition of one Juliet balcony to rear of dwelling.
Planning Officer	Mark Croucher
Our Comment	Comments by 4 April 2016 No comment

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<b>160605</b>	<b>45 Oatlands Road, Shinfield, RG2 9DN</b>
Proposal	Householder application for the proposed erection of a single storey rear extension to include alterations to existing rear extension roof. Revert house back to single dwelling.
Planning Officer	Daniel Ray
Our Comment	Comments by Not specified No comment

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<b>160609</b>	<b>16 Sevenoaks Drive, Spencers Wood, RG7 1AZ</b>
Proposal	Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4.8m for which the maximum height would be 3m and the height of the eaves 2.8m
Planning Officer	Stefan Fludger
Our Comment	Comments by 28 March 2016 No comment

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<b>160631</b>	<b>Carnethy, Basingstoke Road, Spencers Wood, RG7 1PH</b>
Proposal	Householder application for proposed erection of timber clad cabin in rear garden
Planning Officer	Stefan Fludger
Our Comment	Comments by 06 April 2016 Shinfield Parish Council expresses concern that the plans for this cabin indicate the potential for use as a separate dwelling. The parish council has no objection to the size and massing of the cabin, but express concern that the inclusion of mains / foul drainage, there is potential that the building becomes an independent dwelling and requests that a condition of any planning approval be that foul drainage is not permitted.

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<b>160639</b>	<b>1 West View Terrace, Basingstoke Road, Three Mile Cross, RG7 1AY</b>
Proposal	Householder application for the proposed erection of a single storey rear extension.
Planning Officer	Brett Beswetherick
Our Comment	Comments by 07 April 2016 No comment

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<b>160661</b>	<b>Hunters End, Halls Lane, Shinfield, RG2 9BD</b>
Proposal	Householder application for the proposed erection of a single storey rear extension to dwelling.
Planning Officer	Daniel Hay
Our Comment	Comments by 7 April 2016 No comment

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## 122.2 List of plans approved:

<b>153273</b>	<b>12 Leyland Gardens, Shinfield, RG2 9AN</b>
Proposal	Householder application for the proposed erection of a single storey rear extension, conversion of garage to additional habitable accommodation conversion of loft to additional habitable accommodation and rear dormer extension
Our comment	No comment

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<b>153081</b>	<b>Magpie and Parrot, Arborfield Road, Shinfield</b>
Proposal	Full application for the raising of land, erection of outbuilding for office and use of existing and new outbuildings for operation of ancillary catering hire business (retrospective)
Our comment	Shinfield Parish Council requests that the planning officer ensure no additional flooding risk has been created by these works
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<b>152802</b>	<b>20 Coningham Road, Shinfield, RG2 8QP</b>
Proposal	Householder application for the proposed erection of a single storey side and rear extensions to dwelling
Our comment	No comment
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<b>152581</b>	<b>85-87 Hyde End Lane, Spencers Wood, RG7 1ES</b>
Proposal	Householder application for a proposed single storey side extension to dwelling
Our comment	No comment
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<b>160046</b>	<b>Shinfield House, School Green, Shinfield, RG2 9EW</b>
Proposal	Application for advertisement consent for the proposed erection of 3no fascia signs and 3no ground level box signs
Our comment	Shinfield Parish Council has no objection to this application.
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### 122.3 List of plans refused:

<b>152273</b>	<b>24 Fawn Drive, Three Mile Cross, RG7 1WL</b>
Proposal	Householder application for the proposed conversion of garage to create habitable accommodation to dwelling, plus a single storey extension
Our comment	Shinfield Parish Council objects to this application on the grounds of over development of the site and the principle of creating a separate dwelling which is not ancillary to the main dwelling.
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### 122.4 List of plans withdrawn:

<b>152815</b>	<b>The Thatch, Church Lane, Three Mile Cross, RG7 1HB</b>
Proposal	Application for Listed Building Consent for the proposed conversion of existing garage/store to a home office and storage
Our comment	No comment
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### 122.5 Planning appeal

Members reviewed the notification of planning appeal for 317 Hyde End Road. Cllr Peer declared an interest in the appeal, as a resident directly impacted by the application, and withdrew from discussion on the matter.

Members noted the reference in the appeal documentation to other roads off Hyde End Road, and questioned the comparison of residential roads with a bridle way.

The Assistant Clerk was asked to forward the council's comments on the application to the planning inspectorate.

- 15/PH/123 **Enforcement**  
Enforcement matters were reviewed and noted.
- 15/PH/124 **Neighbourhood Development Plan progress report**  
The Assistant Clerk reported that the draft Neighbourhood Development Plan will go to the Wokingham Borough Council executive on 31st March, following which, the borough will undertake a consultation on the plan.  
Members discussed the consultation and asked the Assistant Clerk to confirm with the borough the purpose of the consultation, and who the likely consultees are.
- 15/PH/125 **Highways, Street lighting and footpath matters**  
125.1 Members noted the prohibition of right-hand turn order 2016 for Tabby Drive, Three Mile Cross.  
The Assistant Clerk noted that B/Cllr Patman had reported the project being delayed at the parish

council meeting on Monday 7 March. Following discussion, the Assistant Clerk was asked to follow up with the borough on a proposed date for the changes.

- 125.2 Cllr Peer raised concerns about the road junction at Croft Gardens. The Assistant Clerk was asked to contact WBC and ask whether lighting can be added to the bollards, or reflective paint added to the kerb. Cllr Grimes agreed to take some photographs to demonstrate residents' concerns.
- 125.3 Cllr Peer asked about footpath 22 across Croft Gardens – currently being diverted from its normal route. The Assistant Clerk was asked to follow up with WBC to determine when the path will be reinstated.
- 125.4 Cllr Peer reported on a legal agreement received from Wokingham Borough Council for a footpath across School Green. Members discussed the matter and Cllr Peer noted that Cllr P Hughes, Chair of the parish council, had responded.

**15/PH/126 Correspondence**

- 126.1 Members discussed correspondence copied to the parish council from a resident in Croft Road, regarding the Croft Gardens development site and the impact the site is having on existing residents. The Assistant Clerk was asked to follow up with Wokingham Borough Council to identify what action, if any, is being taken on the issues.

Members noted the following correspondence items:

- 126.2 Notification of commencement of demolition and tree felling works at Land at The Manor, Brookers Hill.
- 126.3 WBC letter regarding planning application 152757 for East Lodge, Basingstoke Road
- 126.4 TPO 1518/2016 relating to trees on land to the west of 33 Clares Green Road, Spencers Wood, at the south end of Askew Drive
- 126.5 TPO 1519/2016 relating to trees on land at Stanbury House, Basingstoke Road, Spencers Wood
- 126.6 Notification of completion of the Examining Authority's examination into the M4 Smart Motorways project
- 126.7 Planning appeal notification for application 152106 317 Hyde End Road, Spencers Wood
- 126.8 Planning committee notification for 153258 Marlborough House, Basingstoke Road, for Tuesday 15 March 2016

**15/PH/127 Date of next meeting**

The Assistant Clerk noted the date for the next meeting as **Thursday 4 April 2016**

*The meeting ended at 21.50 hrs.*

**Action points:**

<b>Ref:</b>	<b>Action:</b>	<b>By whom:</b>
121.2.1	Follow up with the WBC Enforcement Officer regarding the outcome of any action taken	Assistant Clerk
121.2.2	Contact Chris Easton to ask whether stop lines can be brought further back along Church Lane	Assistant Clerk
121.2.4	Follow up with Phil Milburn at WBC regarding proposed dates for the Hyde End Road / Basingstoke Road junction changes	Assistant Clerk
122.5	Forward comments to the planning inspectorate	Assistant Clerk
124	Follow up with WBC regarding the Neighbourhood Plan consultation	Assistant Clerk
125.1	Follow up with Phil Milburn regarding the proposed date for the Tabby Drive / Basingstoke Road junction changes	Assistant Clerk
125.2	Follow up with Phil Milburn regarding improvements to the visibility of the new traffic island at the entrance to Croft Gardens	Assistant Clerk
125.3	Follow up with WBC regarding dates for the reinstatement of footpath 22	Assistant Clerk

126	Follow up with WBC regarding action on the complaint from a resident regarding the Croft Gardens site	Assistant Clerk
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**Planning stats:**

Number of plans reviewed (Civic year to date)	138
Number of commented plans refused	6
Number of supported plans approved	37
Number of opposed plans approved	17