

Minutes approved on:	
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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 Monday 23 May 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

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

Attending: K Hughes (Deputy Clerk), Mr Nigel Boyer (resident), Mr Ian Young (resident).

16/PH/01 Election of Chairman

Cllr Peer was nominated by Cllr P Hughes and seconded by Cllr Grimes, and was duly elected as Chairman for the committee for the 2016/17 municipal year.

16/PH/02 Appointment of Vice-Chairman

Cllr Greenway was nominated by Cllr Grimes and seconded by Cllr Emmet, and duly appointed as Vice-Chairman for the committee for the 2016/17 municipal year.

16/PH/03 Public Questions

3.1 Mr Ian Young spoke to members over a proposal for the temporary closure of two footpaths during works on the first phase of the West of Shinfield development. Mr Young reported on a scheduled meeting with Mr Andy Wibling, to discuss the proposals and gather further information. Members discussed the desire for closures be phased wherever possible, and for improvements to alternative footpaths to be considered, to mitigate the closures.

Mr Young left the meeting at 19:45

16/PH/04 Apologies and declarations of members' interests

- 4.1 There were no apologies for absence as all members were present.
- 4.2 There were no declarations of members' interests.

16/PH/05 Minutes of the previous meeting

- 5.1 It was RESOLVED that the minutes of the meeting of 05 May 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.
- 5.2 Matters arising:
 - 5.2.1 Topping off at Croft Gardens

Cllr Grimes asked about the date for the resurfacing of Hyde End Road at the new Croft Gardens junction. The Deputy Clerk reported that the issue has been raised at the Major Projects Meeting at Wokingham Borough Council and that the work was anticipated to be completed at the end of April, but has been delayed. The Deputy Clerk was asked to follow up again.
 - 5.2.2 Cutbush Lane

The Deputy Clerk reported on the response from Hochtief UK Limited around the blocking off of Cutbush Lane and the difference in height of the roads. The Deputy Clerk was asked to clarify some matters with Hochtief UK Limited.
 - 5.2.3 Tree Preservation Order

Members enquired regarding progress on a Tree Preservation Order request. The Deputy Clerk was asked to carry this item forward.

5.2.4 Millworth Lane mirror request

The Deputy Clerk reported on the response from Wokingham Borough Council to a request for a highways' mirror opposite the junction of Millworth Lane.

16/PH/06 **Terms of Reference**

Members reviewed, updated and adopted the new Terms of Reference for the committee for 2016/17

16/PH/07 **Schedule of deposited plans**

161144 **260 Hyde End Road, Spencers Wood, RG7 1DL**
 Proposal Full planning application for the proposed erection of two dwellings
 Planning Officer Daniel Hay Comments by 27 May 2016
 Comment Shinfield Parish Council objects to this application as presented, as it is overdevelopment of a small site. There is, in our opinion, insufficient parking to provide for three properties, as there are already five or so vehicles regularly using the existing dwelling. Additionally, there is very little amenity space and the development is not in keeping with the surrounding properties. The parish council would consider supporting a single dwelling on this site.

161154 **44 Century Drive, Spencers Wood, RG7 1PE**
 Proposal Householder application for the proposed erection of a single storey side extension to dwelling.
 Planning Officer Dariusz Kusyk Comments by 07 June 2016
 Comment No comment

161166 **2 Askew Drive, Spencers Wood, RG7 1HG**
 Proposal Householder application for the proposed erection of a two storey side extension, single storey front extensions with new pitched roof over all including existing garage, part rear single storey extension to dwelling.
 Planning Officer Charlie Snell Comments by 31 May 2016
 Comment No comment

161182 **Little fields, Croft Road, Spencers Wood, RG2 9EX**
 Proposal Householder application for proposed erection of a single storey side extension to dwelling.
 Planning Officer Rosie Rogers Comments by 27 May 2016
 Comment No comment

161189 **Land West of Shinfield, West of Hyde End Road and Hollow Lane, South of Church Lane, Shinfield**
 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).
 Planning Officer Christopher Howard Comments by unknown
 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.

161190 **21 Ryhill Way, Earley, RG6 4AZ**
 Proposal Householder application for the proposed erection of a first floor side and single storey rear extensions to dwelling.
 Planning Officer Graham Vaughan Comments by 31 May 2016
 Comment Shinfield Parish Council objects to this application based on the detrimental impact on the street scene of development over one half of the linked garages.

161191 **Great Lea Farm, Great Lea, Pingewood, Three Mile Cross, 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) floor space . 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

Planning Officer Laura Callan Comments by 09 June 2016
 Comment Shinfield Parish Council supports this application to provide a range of employment sites within the parish.

161193
 Proposal **32 Clares Green Road, Spencers Wood, RG7 1DY**
 Householder application for a single storey extension to the rear and side of the property
 Planning Officer Charlie Snell Comments by 01 June 2016
 Comment Shinfield Parish Council objects to this application on the basis of overdevelopment of the site.

161250
 Proposal **Sports Centre, Hyde End Lane, Ryeish Green, RG7 1ER**
 Full application for the proposed construction of a new full sized fenced and floodlit artificial grass pitch and associated access and car parking improvements.
 Planning Officer Christopher Howard Comments by 09 June 2016
 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.

161266
 Proposal **Land and Madjeski Stadium, Shooters Way, Reading,**
 Consultation from Reading Borough Council for the following proposal: Outline application for residential development (Blocks 1-6 only) to provide up to 430 residential units, comprising predominantly 1 and 2 bedroom apartments (Use Class C3) along with associated landscaping and car parking. And application for residential and mixed use development comprising: 203 residential units, convention centre and ice rink, 246 bedroom hotel and up to 102 serviced apartments, decked car parking within convention centre, flexible ancillary retail space, multi storey car park, public open space, associated access, landscaping, cycle parking, transport interchange and related infrastructure/engineering works, ancillary facilities, access and demolition of existing indoor training facility and enhancement of existing RFC Garden of Remembrance.
 Planning Officer Andrew Chugg Comments by 30 May 2016
 Comment Shinfield Parish Council is concerned over the impact of Reading developments on local school places within Wokingham borough and request further information on the intended provision of school places specifically for these developments. The parish council is also concerned about the impact on the local highways network of additional development at Green Park and Junction 11.

161284
 Proposal **209 Hyde End Road, Spencers Wood, RG7 1BU**
 Householder application for the proposed erection of front and rear single storey extensions to dwelling.
 Planning Officer Katie Herrington Comments by 08 June 2016
 Comment No comment

161314
 Proposal **Woodcote Cottage, Beech Hill Road, Spencers Wood, RG7 1HY**
 Consultation from West Berkshire Council for the following proposal: Section 19: Variation of Condition 6 - Brickwork, 10 - Roofing, 11 - Drainage, 12 - Plumbing, 13 - Staircase details, 14 - Windows and Doors Details, 15 - Fireplaces and bread ovens cleaning/repairers, 16 - Window and Door Openings and 19 - Pointing, of planning permission reference 12/00949/LBC2 (Conversion to a single dwelling, alterations and improvements).
 Planning Officer Stefan Fludger Comments by 01 June 2016
 Comment No comment

07.2 Late list plans:

160453
Proposal **Land at 44 Falcon Avenue, Shinfield, RG2 8EL**
Full application for proposed erection of three bedroom end of terrace dwelling with alterations to access.
Planning Officer Pooja Kumar Comments by Unknown
Comment Shinfield Parish Council supports this application provided that materials used are in keeping with the adjoining frontages.

160955
Proposal **62 Ryhill Way, Earley, RG6 4AZ *Adjoining parish consultation***
Householder application for the proposed conversion of garage to create habitable accommodation
Planning Officer Stephen Thwaites Comments by 09 June 2016
Comment No comment

161302
Proposal **Land West of Beech Hill Road, Spencers Wood, RG7 1FG**
Application to vary condition 12 of planning consent O/2013/1221 for the proposed erection of up to 120 residential units, means of access and associated infrastructure. Condition 12 relates to the mix and type of affordable housing to be provided.
Planning Officer Laura Callan Comments by 15 June 2016
Comment No comment

07.3 List of plans approved:

152397
Proposal **3 Westlands Avenue, Shinfield, RG2 8EB**
Householder application for the proposed erection of a two-storey side and rear extension, conversion and extension of loft plus erection of front porch and internal alterations
Our comment Shinfield Parish Council objects to this application due to overdevelopment. The size and scale of the development is out of keeping with the existing street scene and the addition will overlook existing private gardens of the neighbouring properties.

152578
Proposal **Fern-A-Ce, Croft Road, Spencers Wood, RG7 1DR**
Householder application for the erection of a two storey side extension to dwelling
Our comment The Planning Officer is requested to treat the final wall finishes as a reserved matter.

152828
Proposal **Wenlock, Basingstoke Road, Spencers Wood, RG7 1PH**
Householder application for the proposed erection of a first floor rear extension to dwelling
Our Comment No comment

153241
Proposal **The Oaks, Croft Road, Spencers Wood, RG7 1DR**
Householder application for the proposed raising of the roof to create first floor and part two storey single storey side/rear/front extensions to dwelling.
Our comment Shinfield Parish Council feels this application is unacceptable as it does not take note of the existing consent for the adjoining houses (F/2014/2323) – specifically plot 1 of this development, and should be revised to ensure windows do not overlook one another and that it is appropriately designed with relation to plot 1 of this development.

160183
Proposal **Land west of Shinfield, west of Hyde End Road and Hollow Lane, South of Church Lane**
Application for reserved matters submission in respect of the primary infrastructure phase including access roads, suds ponds, foul and surface water drainage and associated landscaping.
Our Comment The road alignment from the School Green Roundabout to the Health Centre is not acceptable, as it does not respect the village centre planning workshops to support the new community centre (RBL site).
This does not show details of the future village centre or access to the new community centre car park.
It would be useful if the plans showed early implementation of some car parking.
We would proposed that all these roads be fitted with conservation kerbs to prevent pavement parking.
We note that the designs still include the bus route across the green space, which the parish council and local residents strongly object to.
We request that the developer has a parking management plan in place before the

occupation of any residences.

160422	Carnethy, Basingstoke Road, Spencers Wood, RG7 1PH
Proposal	Householder application for the proposed erection of a single storey side/rear extension, conversion of part of roof space to additional habitable accommodation and insertion of additional window in existing side elevation. Demolition of existing detached garage.
Our comment	No comment

160435	Pulleyn Transport Ltd, Church Lane, Three Mile Cross, RG7 1HB
Proposal	Full application for the renewal of existing close boarded timber fence to existing boundary (retrospective)
Our comment	No comment

160512	Lambs Lane Business Park Unit N, Basingstoke Road, Spencers Wood, RG7 1PQ
Proposal	Full application for the proposed extension of unit N to provide additional space for Business Use Classes B1 (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
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.

160555	Thames Valley Science Park, Thames Valley Park, Shinfield
Proposal	Application for advertisement consent for the proposed erection of 1no freestanding V shaped non-illuminated sign
Our comment	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)

160597	60 Cutbush Lane, Shinfield, RG2 9AG
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.
Our comment	No comment

160605	45 Oatlands Road, Shinfield, RG2 9DN
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.
Our comment	No comment

160639	1 West View Terrance, Basingstoke Road, Three Mile Cross, RG7 1AY
Proposal	Householder application for the proposed erection of a single storey rear extension
Our comment	No comment

160703	1 Holder Close, Shinfield, RG2 9HQ
Proposal	Householder application for the proposed extension of existing garage
Our comment	No comment

160791	236 Hyde End Road, Spencers Wood, RG7 1DH
Proposal	Householder application for the proposed erection of two single storey side extension, a front bay window and a front porch
Our Comment	We request use of materials in keeping with the existing frontage. We request that the planning officer confirm that there are no issues of overlooking or breach of privacy in relation to windows.

07.4 List of plans refused:

160695	214 Hyde End Road, Spencers Wood, RG7 1DG
Proposal	Application for the proposed change of use from residential (C3) to professional services (A2)
Our Comment	Shinfield Parish Council expresses concern over the net loss of a residential dwelling

16/PH/08 **Enforcement**

The Deputy Clerk reported on the following enforcement items:

Planning enforcement investigation notifications

- RFS/2016/082860
- RFS/2016/082869
- RFS/2016/082875
- RFS/2016/082879
- RFS/2016/082889

Planning enforcement closure notification

- RFS/2016/082841

Members discussed one further enforcement item and the Deputy Clerk was asked to follow up with the Clerk regarding a letter to WBC planning Department.

16/PH/09 **Neighbourhood Development Plan progress report**

The Deputy Clerk reported that an inspector has been appointed, and a copy of the plan has been sent for inspection. She reported that the examination is expected to be carried out in early July.

16/PH/10 **Highways, Street lighting and footpath matters**

10.1 The Deputy Clerk was asked to follow up with WBC on whether the capital drainage works for Church Lane, deferred from the last financial year, have now been scheduled.

10.2 The Deputy Clerk reported that works on the LED street lighting across the borough have now commenced, but the works on the parish council owned lights have not yet been scheduled.

Members noted that older street lighting columns have been capped off, but are currently still in situ, where new columns have been installed. .

16/PH/11 **Correspondence**

Members noted the following correspondence items:

11.2 Householder prior notification for Howick, Shinfield Road, RG2 9BE

11.2 Advise of a reduction in the depth of the rear extension for 14 Arborfield Road (application 160515)

11.3 WBC Duty to Cooperate Consultation (Local Plan Update)

11.4 Response from WBC on a request for a highway mirror for Millworth Lane, Shinfield.

11.5 WBC notice of submission of details to comply with conditions for the land west of Hollow Lane, South of Church Lane and Hyde End Road, Shinfield

11.6 WBC notice to 'not proceed with' application 160150 – 2 Askew Drive, Spencers Wood, RG7 1HG

11.7 Street naming and numbering notification for 22 Hollow Lane

11.8 Notification of approval of Certificate of Lawful Proposed User or Development – application 160990 – 1 Chrysanthemum Drive, Shinfield.

16/PH/12 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Thursday 09 June 2016**

The meeting ended at 21.55 hrs.

Action points:

Ref:	Action:	By whom:
5.2.1	Follow up with WBC on surfacing at Croft Gardens	Deputy Clerk
5.2.2	Clarify queries with Hochtief UK Limited around vehicle access and height differences	Deputy Clerk
5.2.3	Follow up on TPO request	Deputy Clerk
7.3	Follow up on decision for 160512 in relation to trees and solar panels	Deputy Clerk
8	Follow up with the Clerk re enforcement letter	Deputy Clerk
10.1	Follow up with WBC on date for capital drainage works for Church Lane	Deputy Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	15
Number of commented plans refused	-
Number of supported plans approved	-
Number of opposed plans approved	-