

Minutes approved on:	
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DRAFT

Minutes of a meeting of the Planning and Highways Committee held on Thursday 29 September 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

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

Attending: K Hughes (Deputy Clerk), Mr Aitken (Resident), Mr Vaughan (Resident)

16/PH/61 Public Questions

61.1 Mr Aitken spoke to members about a proposal to build a bungalow in the garden of Gravelly Bridge Farm House, in Grazeley. Members reviewed the proposals but noted that there was no planning application submitted at present.

Mr Aitken left the meeting at 19:45

61.2 Mr Vaughan expressed concern to members over a proposal to further expand Lambs Farm Business Park, including expansion into open countryside and vehicle access, given the proximity to Lambs Lane School.

Mr Vaughan left the meeting at 20:00 hrs

16/PH/62 Election of Vice-Chair

There were no nominations for this position and the vacancy was not filled.

16/PH/63 Apologies and declarations of members' interests

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

63.2 There were no declarations of members' interests.

16/PH/64 Minutes of the previous meeting

64.1 It was RESOLVED that the minutes of the meeting of 05 September 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.

64.2 Matters arising:

64.2.1 Leopard 10 bus service

Cllr Grimes asked about the bus service provision. It was noted that no information on the provision of the service to the Croft Gardens development has been received from Wokingham Borough Council.

64.2.2 Basingstoke Road traffic calming measures

The Deputy Clerk reported that no response has been received from the planning department at Wokingham for when the traffic calming measures for Basingstoke Road, proposed as part of the Croft Gardens development, will be implemented. The Deputy Clerk will continue to chase for a response.

64.2.3 Ceiling mounted projector

The Deputy Clerk reported that the action to obtain further quotes for this equipment and installation is still outstanding.

64.2.4 Bus shelter at School Green

The Deputy Clerk reported that no response has been received as to whether the wooden bus shelter on Hollow Lane will be replaced as part of the SDL development. The Deputy Clerk was asked to follow up with Wokingham Borough Council on this matter.

64.2.5 Local Plan update meeting

The Deputy Clerk reported that a meeting of members to review and discuss the Local Plan Update sites was not held, as B/Cllr Ashwell had met with members on 28th to discuss the next stages. Members noted that a table of the sites, complete with map for each item, has been uploaded to the website by the Deputy Clerk.

16/PH/65 **Schedule of deposited plans**

150295	Land adjacent to 56 Grazeley Road,
Proposal	F/2015/1518 Householder application for additional orangery to the existing dwelling.
Planning Officer	Stephen Thwaites
Comment	Comments by 05 October 2016 No comment

161060	2 Mortimer Road, Grazeley, RG7 1LA
Proposal	Householder application to apply new structural external wall insulation system with render finish.
Planning Officer	Jane Burton
Comment	Comments by 20 October 2016 No comment

162434	The Brambles, Shinfield Road, RG2 9BE
Proposal	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.
Planning Officer	Brooke Davey
Comment	Comments by 18 October 2016 No comment

162442	6 Bryant Crescent,
Proposal	Householder application for single storey front and side extension to dwelling.
Planning Officer	Christine Phillips
Comment	Comments by Unknown No comment

162451	12 Teal Grove, Shinfield, RG2 9AZ
Proposal	Full application for change of use of land from amenity land to residential car parking (retrospective).
Planning Officer	Katie Herrington
Comment	Comments by 07 October 2016 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.

162458	10 Teal Grove, Shinfield, RG2 9AZ
Proposal	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)
Planning Officer	Katie Herrington
Comment	Comments by 19 October 2016 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.

162495	Culverwood House, Shinfield Road, Shinfield.
Proposal	Full planning application for the proposed erection of a 1 no. two storey detached dwelling with attached garage.
Planning Officer	Pooja Kumar
Comment	Comments by Unknown 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.

162499	42 Skylark Way, Shinfield, RG2 9AJ
Proposal	Householder application for proposed erection of 3no rear dormer extensions plus conversion of existing loft space to habitable accommodation.
Planning Officer	Jane Burton Comments by 16 October 2016
Comment	Shinfield Parish Council feels that this application can only be deemed acceptable if additional parking is provided, to reflect the change from a 2 bedroom to 3 bedroom property.

162345	6 Kimpton Close, Shinfield, RG6 4AX
Proposal	Householder application for the proposed replacement of existing damaged garden fence and retaining wall cladding with similar but a lower version (Retrospective).
Planning Officer	Brooke Davey Comments by 24 October 2016
Comment	No comment

162618	20 Tabby Drive, Three Mile Cross, RG7 1WP
Proposal	Householder application for proposed erection of single storey rear extension to form conservatory plus conversion of existing garage to habitable accommodation.
Planning Officer	Christine Phillips Comments by unknown
Comment	Shinfield Parish Council objects to the use of a conservatory to join two buildings, and the loss of parking provision for the property.

162637	54 Hartley Court Road, Three Mile Cross, RG7 1NS
Proposal	Householder application for proposed erection of first floor rear extension to dwelling
Planning Officer	Brooke Davey Comments by 21 October 2016
Comment	Shinfield Parish Council objects to the use of a flat roof for a first floor extension.

162651	5 Mortimer Road, Grazeley, RG7 1LA
Proposal	Householder application to apply new structural external wall insulation system with render finish.
Planning Officer	Jane Burton Comments by 20 October 2016
Comment	No comment

65.2 List of plans approved:

161700	22 Seymour Avenue, Shinfield, RG2 9DT
Proposal	Householder application for proposed erection of two storey side extension to dwelling
Our comment	No comment

161912	104 Deardon Way, Shinfield, RG2 9
Proposal	Householder application for the conversion of roof, and installation of roof lights to front and rear roof slope and installation of gable end window.
Our comment	No comment

161927	104 Deardon Way, Shinfield, RG2 9
Proposal	Householder application for the proposed erection of a single storey side/rear extension.
Our comment	No comment

161995	Telecommunications Site 78551, Whitley Wood Roundabout, Reading, Black Boy Junction, RG2 9DF
Proposal	Application for prior approval for proposed removal of existing 14.7 m high Phase 4 monopole, the installation of a 15 metre high phase 5 monopole and a RFC(800) cabinet measuring 600x480x700mm, to be located beneath the upgraded APM30H Version D cabinet and associated development.
Our comment	No comment

162114	Lane End House, Shinfield Road, 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.
Our Comment	No comment

162329	Land to the rear of Diana Close
Proposal	Screening Opinion application for an Environmental Impact Assessment for a residential

Our comment development of 26no dwellings to include a mixture of 2, 3 and 4 bedroom homes. Shinfield Parish Council considers this application site to be outside the development zone and outside the planned scale of development in Spencers Wood, and therefore feel it cannot be considered to be within the scope of the environmental assessment for the original SDL housing proposed for Spencers Wood. For this reason, Shinfield Parish Council considers that this proposal is unacceptable for consideration without a new EIA.

65.3 List of plans refused:

161522 Mallards, Basingstoke Road, Spencers Wood
 Proposal Application to vary condition 11 of planning consent (F/2014/1372 – 31/10/2014 to allow changes to opening hours to 6am to 11pm Monday to Sunday, also removal of condition 13, relating to delivery times.
 Our comment Shinfield Parish Council opposes an extension of the existing opening hours and the permitting of deliveries on Sundays and bank holidays. This site is not comparable to the Co-op in Shinfield or the Budgens at Three Mile Cross, as these have their own parking and delivery areas off the street. The lack of off-street parking and waiting space for delivery vehicles at Mallards means that these vehicles are regularly causing highways safety issues, partially blocking the pavement, blocking in driveways and causing a hazard for pedestrians (note – this is a walking route to Lambs Lane School). The parish council is concerned about extended hours causing additional noise and light disturbance for residents.

162068 3a School Green, Shinfield
 Proposal Full application for the proposed erection of a replacement two storey building (Office B 1(a) use), following demolition of existing building.
 Our comment No comment

65.4 List of plans withdrawn:

162188 23 Fairmead Road, Shinfield, RG2 9DL
 Proposal Application for the prior approval of the erection of a additional single storey rear extension of 2.56m added to original ground floor extension of 2.14m, which would extend beyond the rear wall of the original house bt 4.7m, for which the maximum height would be 2.81m and the height of the eaves 2.81m
 Our comment No comment

162337 Shinfield Court, Church Lane,
 Proposal Application to vary condition 2 of planning consent F/2014/0970 and F/2014/0971 for the proposed change of use and refurbishment of existing farm buildings to form a Montessori Nursery School and studio commercial units. Condition 2 relates to Approved Details to allow for the demolition and erection of a new build building.
 Our comment Shinfield Parish Council welcomes this improvement to the original application.

Following discussion, the Deputy Clerk was asked to liaise with Wokingham Borough Council Planning Department to determine what would trigger the need for an Environmental Impact Assessment for a new site.

- 16/PH/66 **CIL Workshop**
- 66.1 Members discussed the request to propose projects for CIL funds. Members noted that, at present, the funds only amount to around £3,000. It was proposed that, until information is received on the expected timeframe for receipt of more significant funds, drawing up proposals for large projects was not practical. Members noted that replacement of millennium benches was a suitable and appropriate project for the CIL funds identified to date.
 - 66.2 Cllr Peer confirmed that she, Cllr Boyer and the Deputy Clerk will attend the meeting at Shute End on Monday 17 October 2016.

Cllr Peer sought permission from members to continue the meeting beyond 22:00 hrs

16/PH/67 **Enforcement**
 The Deputy Clerk reported on one new enforcement cases and two enforcement case closure notices

16/PH/68 **Neighbourhood Development Plan progress report**
 Members noted that the plan is scheduled to be reviewed at the Wokingham Borough Council Executive meeting this evening, and if approved, will go ahead to referendum on Thursday 8 December 2016.

16/PH/69 **Highways, Street lighting and footpath matters**

- 69.1 Members noted the concerns raised by residents relating to speed on the Basingstoke Road. Cllr P Hughes noted that an additional meeting with Inspector Lloyd from Thames Valley Police will be requested, to discuss the issue in greater detail.
- 69.2 The Deputy Clerk reported correspondence from Chris Howard at Wokingham Borough Council around construction vehicles access routes for the north and south of Church Lane development.
- 69.3 The Deputy Clerk reported that the kissing gate and new path have been installed at Millworth Lane, to access Langley Mead.
- 69.4 The Deputy Clerk reported that temporary improvements have been carried out to footpath 11, from Church Lane to School Green, to raise the level of the path to prevent large puddles from forming and making the path unusable.

16/PH/70 **Correspondence**

- 70.1 Members noted the following items of correspondence:
- Change of time for the CIL workshop – 17 October 2016
 - Householder notification for application 162645 – 214 Hyde End Road, Spencers Wood.
 - Notification of drainage works for Church Lane, commencing 19.09.2016 for approximately 2 weeks.
 - Development management consultation for application 161912

16/PH/60 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Thursday 20 October 2016**

The meeting ended at 22.10 hrs.

Action points:

Ref:	Action:	By whom:
64.2.2	Follow up for timings on Basingstoke Road traffic calming measures	Deputy Clerk
64.2.3	Follow up on obtaining quotes for ceiling mounted projector	Deputy Clerk
64.2.4	Follow up with WBC re the wooden bus shelter at School Green	Deputy Clerk
65.4	Liaise with WBC planning re triggering an Environmental Impact Assessment	Deputy Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	74
Number of supported plans approved	42
Number of opposed plans approved	7