

Minutes approved on:	25 July 2016
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## Minutes of a meeting of the Planning and Highways Committee held on Thursday 30 June 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:00 hrs.

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

Attending: K Hughes (Deputy Clerk), Cllr N Boyer, Cllr I Clarke, Mr D Hayman (Meeting Place Communications), Mr D Gillham (University of Reading), Mr P Swarbrick (Ryder Architecture), Mr A Odedra (Resident)

### 16/PH/22 Presentation on University of Reading Thames Valley Science Park

Members received a presentation on the design proposals for the remaining phase of the Thames Valley Science Park.

Mr David Gillham reported on plans for a new bus service which will serve the Science Park from 2017. He reported on proposal for amenities within the park such as a café or restaurant and conference facilities.

It was noted that the timeframe for building the entire site is expected to be 15-20 years, though this will be driven by demand. It is expected that the initial 4 or 5 buildings will be constructed quite quickly, and further buildings will be delivered every 12 to 18 months, as demand requires.

Mr David Gillham, University of Reading, reported on a consultation event to be held on Tuesday 5 July at Cutbush Grange, from 3 to 8pm.

*Mr Hayman, Mr Gillham and Mr Swarbrick left the meeting at 19:25 hrs*

*Mr A Odedra joined the meeting at 19:25 hrs*

### 16/PH/23 Public Questions

Mr Odedra spoke to the committee about his planning application to extend the trading hours for the Post Office and 'One Stop' convenience store in Spencers Wood. He reported his intention to complete the frontage of the shop and other alterations to the first floor living accommodation during the summer of 2017.

Members reported on residents' concerns over noise, lighting, delivery vehicles and parking issues.

*Mr Odedra left the meeting at 19:50 hrs*

### 16/PH/24 Co-option of Cllr Boyer

Cllr Boyer was proposed by Cllr Emmet, seconded by Cllr Greenway and duly co-opted to the committee.

### 16/PH/25 Apologies and declarations of members' interests

25.1 Apologies were received and accepted from Cllr Grimes, due to holiday and Cllr Masood, due to work commitments.

25.2 There were no declarations of members' interests.

16/PH/26 **Minutes of the previous meeting**

- 26.1 It was RESOLVED that the minutes of the meeting of 09 June 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.
- 26.2 Matters arising:
- 26.2.1 Tree Preservation Order request  
The Deputy Clerk reported on a response to the TPO request for the oak tree on a development site known as the 'Reade land' off Hyde End Road. She reported that the Trees and Landscape Officer at Wokingham Borough Council has expressed concern over the protection of the trees on the site, but that resources has meant they are not yet able to progress the TPO request.
- 26.2.2 Neighbourhood Planning social media thread  
The Deputy Clerk queried whether the issue would be raised when Mr A Couldrick and Mr K Baker meet with the council in August.
- 26.2.3 Power Supply for school speed sign at School Green  
The Deputy Clerk reported that she had submitted a request to SSE for a quote for the works, and at their request has sent a map and further details. She reported that SSE have requested that the council sign a CPI form, and that the Deputy Clerk has asked for more details on the implications of this.
- 26.2.4 Construction Vehicles on Hyde End Road  
The Deputy Clerk reported that she has liaised with Chris Howard, the Planning Officer for the SDL, who has himself witnessed construction vehicles for the West of Shinfield site failing to abide by their agreed travel plan. He reported that he has raised the issue with the site managers for the development.
- 26.2.5 Stones and grit on Church Lane, Three Mile Cross  
The Deputy Clerk reported that this issue has been raised with the Monitoring Officer at Wokingham Borough Council. Cllr Emmet reported that there was still an issue and the Deputy Clerk agreed to follow up on this.

16/PH/27 **Schedule of deposited plans**

<b>161255</b>	<b>Land north of Hyde End Road, RG2 9EP</b>
Proposal	Full application for the proposed erection of 31no dwellings with associated vehicular access.
Planning Officer	Christopher Howard                      Comments by              07 July 2016
Our comment	The tree protection plan map shows a different layout to the site plan produced in May 2016. In our opinion, the siting of housing 5 is too close to the large oak tree, and needs to be moved to a minimum of 15 metres away from the tree to ensure adequate protection. The parish council would urge planning officers to refuse a further entrance onto Hyde End Road which we believe, so close to Sussex Lane, will pose a highway danger, and that access to the site be through the north, via the Taylor Wimpey site, as originally proposed in the outline permission.

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*Cllr Clarke left the meeting at 20:15 hrs.*

<b>161301</b>	<b>Land west of Beech Hill Road, Spencers Wood, RG7 1FG</b>
Proposal	Reserved Matters application pursuant to Appeal Outline planning permission O/2013/1221 (dated 09/06/2015) for a development of up to 120 dwellings with associated infrastructure and access from Beech Hill Road. This application comprises of 120 dwellings including details of appearance, landscaping, layout and scale.
Planning Officer	Laura Callan                                      Comments by              07 July 2016
Our comment	The parish council would appreciate greater diversity in the external appearance of the buildings, to add greater visual interest. The parish council feels there is a need for the provision of children's play equipment on-site. The parish council welcomes the generous provision of affordable housing.

<b>161432</b>	<b>5 Hawthorn Cottages, Pump Lane, Grazeley, RG7 1JX</b>
Proposal	Householder application for the proposed part single, part two storey side and rear extensions to dwelling plus conversion of existing conservatory into habitable accommodation with pitched, tiled roof
Planning Officer	Stephen Thwaites                                      Comments by              06 July 2016
Our comment	No comment

<b>161433</b>	<b>The Oaks, Croft Road, Spencers Wood, RG7 1DR</b>
Proposal	Full planning application for the demolition of existing bungalow and the erection of a

Planning Officer	replacement dwelling	Comments by	15 July 2016
Our comment	Katie Herrington No comment		
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<b>161476</b>	<b>8 Arborfield Road, Shinfield, RG2 9DY</b>		
Proposal	Householder application for a proposed erection of a single storey rear conservatory		
Planning Officer	Brett Beswetherick	Comments by	15 July 2016
Our comment	No comment		
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<b>161508</b>	<b>Littlefields, Croft Road, Shinfield, RG2 9EX</b>		
Proposal	Full planning application for the erection of 4No four bedroom detached dwellings		
Planning Officer	Daniel Ray	Comments by	12 July 2016
Our comment	Shinfield Parish Council feels this is overdevelopment of the site. There is insufficient parking for the number of properties, and a lack of visitor parking. The access is very narrow, and there is no capacity for overspill parking on Croft Road. The turning area for parking on the site looks very tight and any additional vehicles parked along the verges will make this almost impossible, and may well result in cars reversing out onto Croft Road, which is a significant highways safety issue. There is unsuitable access for emergency vehicles and amenity vehicles such as refuse lorries. The parish council would urge planning officers to refuse a further entrance onto Croft Road and that access to the site be through the south, via the Taylor Wimpey site, as originally proposed in the outline permission.		
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<b>161522</b>	<b>Mallards, Basingstoke Road, Spencers Wood, RG7 1AD</b>		
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.		
Planning Officer	Pooja Kumar	Comments by	11 July 2016
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.		
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<b>161570</b>	<b>61 Chestnut Crescent. Shinfield, RG2 9EJ</b>		
Proposal	Householder application for the proposed erection of a single storey side extension following demolition of existing garage		
Planning Officer	Charlie Snell	Comments by	12 July 2016
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.		
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<b>161593</b>	<b>68 Oatlands Road, Shinfield, RG2 9DN</b>		
Proposal	Householder application for the proposed first floor side extension to existing dwelling		
Planning Officer	Stephen Thwaites	Comments by	12 July 2016
Our comment	No comment		
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<b>161597</b>	<b>20 Fawn Drive, Three Mile Cross, RG7 1WL</b>		
Proposal	Full application for the proposed erection of a conservatory to the rear of the property		
Planning Officer	Brett Beswetherick	Comments by	15 July 2016
Our comment	No comment		
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<b>161631</b>	<b>Pulleyn Transport, Church Lane, Three Mile Cross, RG7 1HB</b>		
Proposal	Full planning application for the demolition of existing office building and erection of a cold store warehouse (B8 use class), with ancillary drivers rest accommodation with associated parking and landscaping, the closing of the existing access with formation of a new means of access.		
Planning Officer	Graham Vaughan	Comments by	18 July 2016
Our comment	No comment		
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<b>161638</b>	<b>3 Grenadier Close, Shinfield, RG2 9EZ</b>		
Proposal	Householder application for the proposed erection of a single storey rear extension to		

	dwelling with 2no glazed lanterns		
Planning Officer	Nuno Fernandes	Comments by	12 July 2016
Our comment	No comment		

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<b>161700</b>	<b>22 Seymour Avenue, Shinfield, RG2 9DT</b>		
Proposal	Householder application for proposed erection of two storey side extension to dwelling		
Planning Officer	David Maguire	Comments by	18 July 2016
Our comment	No comment		

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**27.2 Late list plans:**

<b>161749</b>	<b>62 Ryhill Way, Earley, RG6 4AZ *Adjoining parish consultation*</b>		
Proposal	Householder application for the proposed erection of a replacement rear conservatory to dwelling.		
Planning Officer	Stephen Thwaites	Comments by	26 July 2016
Comment	No comment		

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**27.3 List of plans approved:**

<b>152564</b>	<b>1 Rosecroft Way, Shinfield, RG2 9AP</b>		
Proposal	Householder application for proposed erection of a two storey side/rear extension to dwelling including side dormer window and part garage conversion to additional habitable accommodation		
Our comment	Shinfield Parish Councils feels these revised plans are not a significant alteration of the original plans and as such, still overdevelopment of a small site.		

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<b>153258</b>	<b>Marlborough House, Basingstoke Road, Spencers Wood, RG7 1AE</b>		
Proposal	Full application for the proposed conversion, alteration and extension of existing office building to provide 15 flats (12no 1 bed and 3no 2 beds) including front and side extensions, the removal of existing front façade including the existing shop front, and the re-construction of the existing façade to facilitate the proposed extensions, new vehicle entrance, with security gates, changes to existing roof line to increase roof height, addition of windows, dormers, roof lights and Juliette balconies in the side and rear elevations, the erection of a cycle and bin stores and hard and soft landscaping.		
Our comment	Shinfield Parish Council objects to this development on the basis of insufficient parking. The borough's design guide and parking standards require 15 spaces for a development of this size, and these plans identify only 11 spaces.		

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<b>160453</b>	<b>Land at 44 Falcon Avenue, Shinfield, RG2 8EL</b>		
Proposal	Full application for proposed erection of three bedroom end of terrace dwelling with alterations to access.		
Our comment	Shinfield Parish Council supports this application provided that materials used are in keeping with the adjoining frontages.		

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<b>160925</b>	<b>7 Wilsford Close, Lower Earley, RG6 4BP</b>		
Proposal	Householder application for the proposed erection of a first floor side extension and two storey rear extension.		
Our comment	No comment		

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<b>160929</b>	<b>9 Wheatfields Road, Shinfield, RG2 9DG</b>		
Proposal	Householder application for the proposed single storey rear extension to dwelling plus first floor dormer extension to provide habitable space		
Our comment	The parish council feels that this extension must be carried out sympathetically to the existing building and adjoined property.		

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<b>160989</b>	<b>315 Hyde End Road, Spencers Wood, RG7 1DD</b>		
Proposal	Householder application for the proposed erection of a single storey front extension to dwelling. Retrospective.		
Our comment	Shinfield Parish Council believes this front development improves the visual appearance of the street scene, but we object in general to retrospective applications.		

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<b>161154</b>	<b>44 Century Drive, Spencers Wood, RG7 1PE</b>		
Proposal	Householder application for the proposed erection of a single storey side extension to dwelling		
Our comment	No comment		

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<b>161190</b>	<b>21 Ryhill Way, Lower Earley,</b>		
Proposal	Householder application for the proposed erection of a first floor side and single storey		

rear extensions to dwelling.  
Our 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.

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**161193**  
Proposal **32 Clares Green Road, Spencers Wood, RG7 1DY**  
Our comment Householder application for a single storey extension to the rear and side of the property  
Shinfield Parish Council objects to this application on the basis of overdevelopment of the site.

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#### 27.4 List of plans refused:

**160427** **Land to the south west of Ostlers and Lea Cottage, Kybes Lane, Grazeley, Berkshire, RG7 1NG**  
Proposal Application for part retrospective change of use of land for the stationing of 10no mobile homes, 10no amenity blocks and 10no touring/ancillary caravans together with associated works for occupation by Gypsy and Traveller Families.  
Our comment SPC feels that if the conditions that existed to grant the temporary two year planning permission for this site no longer exist, then the planning consent should be declined and the land returned to its original use.

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**160671** **Land north of Church Lane, Three Mile Cross, Berkshire, RG7 1HB**  
Proposal Full application for the re-implementation of access to fields with entrance palisade gates and two demountable bollards (retrospective)  
Our comment We request that this be reinstated with hedging once the access is no longer required.  
We request that the gates and any bollards be painted a green colour to make them more in-keeping with the surrounding area.

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**160982** **Land to r/o 219 Hyde End Road, Spencers Wood, RG7 1BU**  
Proposal Full application for the proposed erection of 1no 2xbed bungalow dwelling with associated access following demolition of existing store/shed.  
Our comment No comment

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**161144** **260 Hyde End Road, Spencers Wood, RG7 1DL**  
Proposal Full planning application for the proposed erection of two dwellings.  
Our 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.

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**161204** **Mays Hill Lodge, Beech Hill Road, Spencers Wood, RG7 1HS**  
Proposal Application for a certificate of lawfulness for the proposed erection of a side extension to the existing dwelling.  
Our comment No comment

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#### 16/PH/28 **Enforcement**

The Deputy Clerk reported on the following enforcement items:

##### Planning enforcement investigation notifications

- RFS/2016/082961

She reported on an email response from the enforcement officer on one other enforcement matter.

#### 16/PH/29 **Neighbourhood Development Plan progress report**

The Deputy Clerk reported that the examination of the plan is almost complete, with the borough council needed to confirm one or two matters to the examiner.

She reported that a request for a timetable to referendum has been sent to the WBC officers.

#### 16/PH/30 **Highways, Street lighting and footpath matters**

30.1 The Deputy Clerk reported on a response to a query to Wokingham Borough Council regarding footpath 10A, running from Church Lane, Shinfield, to Hollow Lane. It was reported that a further six months' closure is likely to be requested.

30.2 The Deputy Clerk reported on an emergency closure of byway 32 (Shepherdton Lane) in Grazeley, due to 4x4 damage.

- 30.3 She reported that Ian Young, Ray Sharp and Kerry Taylor have been working with the University of Reading to find a solution to the pedestrian access to Langley Mead SANG from Millworth Lane.
- 30.4 She reported that Mr Ian Young will report back to the committee in a few weeks' time, with further details on the works to footpaths 11 (Stanton to School Green) and 16 (Deardon Way to Ryeish Green).

16/PH/31 **Correspondence**

Members noted the following correspondence items:

- 31.1 A copy of the letter sent to Clare Lawrence from the Clerks of Arborfield, Finchampstead, Shinfield and Wokingham Without Parish Councils (previously circulated to members)
- 31.2 A copy of the flyer advertising the consultation on the University of Reading Thames Valley Science Park (Previously circulated to members)
- 31.3 Notice of the appeal decision for 152922 – Land R/O The Anchorage and The Oaks, Basingstoke Road for 2 new dwellings.
- 31.4 Notice of the appeal decision for application O/2014/2101 – Land at Stanbury House, Basingstoke Road, for 57 dwellings.  
Members discussed the loss of the planning appeal and the implications for the parish.

16/PH/21 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Monday 25 July 2016**

*The meeting ended at 22.05 hrs.*

**Action points:**

Ref:	Action:	By whom:
26.2.3	Progress power supply quote request with SSE	Deputy Clerk
26.2.5	Follow up with the monitoring office re grit and mud on Church Lane	Deputy Clerk
27	Contact Woolf Bond Planning for a summary of any changes to the Pulleyn Transport site proposals	Deputy Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	38
Number of commented plans refused	3
Number of supported plans approved	10
Number of opposed plans approved	4