

Minutes approved on:	
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**DRAFT**

**Minutes of a meeting of the Planning and Highways Committee held on Wednesday 12 April 2017 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 20:00 hrs.**

Present: Cllrs N Boyer, P Emment, A Grimes, D Lias, D Peer.

Attending: K Hughes (Deputy Clerk), Mrs B Mumford (Resident), Mr D Heard (Resident).

16/PH/147 **Public questions**  
 There were none

16/PH/148 **Apologies and declarations of members' interests**  
 148.1 Apologies for absence were received and accepted from Cllr P Hughes and Cllr A Masood.  
 148.2 There were no declarations of members' interests.

16/PH/149 **Minutes of the previous meeting**  
 149.1 It was **RESOLVED** that the minutes of the meeting of 16 March 2017 were a correct record of the meeting, and these were signed by Cllr Peer.

149.2 Matters arising:

- 141.2.1 Speed reduction petition  
 The Deputy Clerk reported that the speed petition information was sent to the local schools. Members discussed sending the information to the local scout and brownies groups and putting posters on the noticeboards.
- 141.2.2 Hollow Lane bus stop move  
 The Deputy Clerk reported that the bus shelter move will occur as part of the School Green roundabout changes, which will be scheduled once the Eastern Relief Road is opened. Cllr Grimes asked the Deputy Clerk to liaise with Wokingham Borough Council regarding an additional stop along Hyde End Road for the 10 bus.
- 141.2.3 Bridge Farm  
 The Deputy Clerk circulated the approved comments on the application that were submitted to Wokingham Borough Council. Additionally, the Deputy Clerk reported on a meeting arranged by Arborfield residents to discuss challenging the proposal.
- 141.2.4 Street lighting columns  
 The Deputy Clerk reported on a response to the query relating to the height of the lighting columns installed on the new Shinfield Meadows development.

16/PH/150 **Deposited plans:**  
**170239 Land east of Hyde End Lane, north of High Copse Farm, west of Hyde End Lane, Shinfield**  
 Proposal Application for approval of reserved matters following outline approval (O/2013/0346) for a sustainable transport link to serve public transport (buses), emergency vehicles and pedestrian and cycle links.  
 Planning Officer Christopher Howard Comments by 10 April 2017  
 Comment I. The Shinfield Neighbourhood Development Plan values the green separation space

between the villages and this will erode it. During the consultations on the Neighbourhood Plan, 99% of respondents expressed a wish to retain a green separation space between the settlements.

2. Proposals to run buses through other residential developments have failed (Mitford Fields, Shinfield Park etc). Proposals to improve bus usage should focus on the provision of express routes on main roads where routes can minimise journey times to key destinations, and where on-street parking will not hamper bus access.
3. Even with a frequent bus service, this proposed road crossing the green separation space will only serve around a dozen buses per hour. Investing the money earmarked for this project into improvements to Hyde End Road, to facilitate a bus route running along it from Basingstoke Road to School Green, represents a far greater benefit for far more users. The cost of this link would be better spent on improvements such as widening at key points, reducing the collision risk on the sharp bends and developing a continuous footpath along one side of the road between Croft Road and School Green.
4. Additionally, some funds should be diverted to improve footpath 13, which already provides a sustainable transport link between Spencers Wood and Shinfield for pedestrians and cyclists.
5. The fence represents a real visual intrusion, and does not appear to serve any real purpose. In our view, if the road is approved, there should not be a fence.
6. In the event that the road is approved, Shinfield Parish Council requests that a less visually intrusive road surface treatment be considered.
7. The road should incorporate electronic bus gate that can prevent unwanted vehicles from accessing the route
8. Even though the submitted plans do not indicate any street lighting on this road, the Parish Council would object to the addition of any form of high level lighting being added at a later date as this would further impinge on the green separation area.
9. The Parish Council requests that, in the event that the road is built, but the bus service proves not to be viable, and fails to continue beyond the period subsidised by developer contributions, that the road be removed and returned to natural green space.

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<b>170407</b>	<b>Unit 9, Gravelly Bridge Farm, Grazeley Green Road, Grazeley, RG7 1LG</b>		
Proposal	Full application for the conversion of unit 9 to 2no one bed dwellings and 1no two bed dwellings (part retrospective)		
Planning Officer	Unknown	Comments by	Unknown
Comment	SPC recognises that this contravenes the policies within the Neighbourhood Plan that opposes the loss of business premises, but feels that this loss is mitigated by the provision of small dwelling units, which are lacking within the parish.		

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<b>170649</b>	<b>9 Ilbury Close, Shinfield, RG2 9DE</b>		
Proposal	Householder application for proposed raise in roof height and conversion of existing loft space to provide first floor habitable accommodation plus erection of front and rear dormer extensions.		
Planning Officer	Dariusz Kusyk	Comments by	11 April 2017
Comment	No comment		

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<b>170665</b>	<b>Moss House, Sussex Lane, Spencers Wood, RG7 1BY</b>		
Proposal	Householder application for proposed part conversion of existing garage space to habitable accommodation		
Planning Officer	Brooke Davey	Comments by	12 April 2017
Comment	No comment		

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<b>170713</b>	<b>Thames Valley Science Park</b>		
Proposal	Application for submission of details to comply with various conditions of planning consent 152330 (22/10/2015) Materials Samples, External Lighting, Landscape Management Plan, Drainage and Surface Water Strategy, Drainage and Surface Water Works, Archaeological Works, Contamination Scheme, Dust Mitigation		
Planning Officer	David Smith	Comments by	5 May 2017
Comment	SPC notes that lighting must be directed away from residential areas, to reduce the impact of light pollution, and boundary measures to protect existing views across the landscape from areas such as Arborfield Road, must be considered.		

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<b>170725</b>	<b>16 Lansdowne Gardens, Spencers Wood, RG7 1PF</b>		
Proposal	Householder application for the demolition of existing side garage and erection of a two storey side extension and single storey rear extension to dwelling		
Planning Officer	Kayleigh Mansfield	Comments by	13 April 2017

Comment Shinfield Parish Council feels that there will be an insufficient provision of parking, and will not meet the parking requirements specified within the Neighbourhood Plan for a 4 bedroom property.

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**170762**  
Proposal **23 Oatlands Chase, Shinfield RG2 9FY**  
Application for a certificate of lawfulness for the proposed conversion of loft space to habitable accommodation  
Planning Officer Daniel Ray Comments by 16 May 2017  
Comment No comment

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**170804**  
Proposal **Yew Tree Farm, Beech Hill Road, RG7 1HR**  
Full application for the proposed change of use of building from Nursery School to dwelling house  
Planning Officer Senjuti Manna Comments by 8 May 2017  
Comment No comment

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**170840**  
Proposal **19 The Square, Spencers Wood, RG7 1BS**  
Householder application for the proposed erection of a two storey side extension to dwelling  
Planning Officer Christine Phillips Comments by 20 April 2017  
Comment This proposal can only be acceptable if there is sufficient space at the front of the property to provide two off-road parking spaces.

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**170846**  
Proposal **54 Beatty Rise, Spencers Wood RG7 1FQ**  
Application for a certificate of lawfulness for the proposed erection of a single storey rear conservatory extension  
Planning Officer Kayleigh Mansfield Comments by 15 May 2017  
Comment No comment

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**170847**  
Proposal **Rameshchandra Coach House, Wellington Court, Spencers Wood, RG7 1BN**  
Householder application for the proposed erection of a single storey rear extension to dwelling and erection of detached garage.  
Planning Officer Dariusz Kusyk Comments by 25 April 2017  
Comment No comment

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**170902**  
Proposal **Land at Stanbury House, Basingstoke Road, Spencers Wood, RG7 1AJ**  
Outline application for up to 57 new dwellings with access from Basingstoke Road (see attached template for consultation response)  
Planning Officer Mark Croucher Comments by 17 April 2017  
Comment This site is:

- Outside of the development limits of Spencers Wood.
- It is outside of the South of M4 SDL – the approved areas for residential development within the parish, as identified within the Core Strategy, the MDD DPD and the Shinfield Parish Neighbourhood Development Plan.
- The loss of further green open space within the community is detrimental to the character of the area.
- Shinfield Parish has a sufficient land supply under construction, and as such, the Neighbourhood Plan should afford the parish sufficient protection from the shortage of development land within the wider Local Authority area.
- The Parish is concerned around an additional vehicle junction on the Basingstoke Road, which is offset to the Square, and represents a highways safety concern in relation to the sight lines for cars egressing the site.
- There are existing capacity concerns on the Basingstoke Road, and there is a distinct lack of pedestrian crossing points, due to the lower volume of residential development on the west side of the Basingstoke Road.
- There is no provision of playground facilities within this development. Whilst the development is within reasonable proximity of the recreation ground off Clares Green Road, there is no safe pedestrian crossing point on the Basingstoke Road at this point.
- The Parish Council objects to the loss of mature trees on the site and seeks to ensure that tree protection on site meets the criteria specified within the Neighbourhood Development Plan.

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**170908**  
Proposal **9 Priors Gardens, Spencers Wood, RG7 1WS**  
Householder application for the proposed erection of a single storey conservatory to the rear of the existing dwelling

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150.2	<b>Planning decisions: Approvals</b>	
<b>162332</b>	<b>Rose Cottage, Croft Road, Spencers Wood, RG2 9EX</b>	
Proposal	Full planning application for the proposed erection of two 4no bedroom detached dwellings, modifications to existing site access and new site access to Rose Cottage.	
Our comment	Shinfield Parish Council notes that the internal garage dimensions are minimal, and additional storage for cycles should be provided. The Parish Council feels there is insufficient parking as there is no provision of visitor parking and this section of Croft Road is totally unsuitable for on-street parking.	
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<b>162688</b>	<b>Calleva, Brookers Hill, Shinfield, RG2 9BX</b>	
Proposal	Householder application for the proposed erection of a detached ancillary granny annexe.	
Our comment	Shinfield Parish Council is concerned that this additional unit represents a separate dwelling and will not remain ancillary to the existing dwelling.	
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<b>162830</b>	<b>Land north of Church Lane</b>	
Proposal	Full application for a proposed vehicular private driveway access off Church Lane to serve residential development on land north of Church Lane	
Our comment	No comment	
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<b>170008</b>	<b>Land at the southernmost entrance of the approved Shinfield West development</b>	
Proposal	Full planning application for temporary planning permission for a period of five years for the erection of 4no dry stone wall gateways at the entrance to the development from Hyde End Road and the entrance from the access road (2.5m in length, 300mm in width and 1200mm in height with piers of 750mm by 750mm and 1500mm in height) and landscaping and metal railings to the front of the sales and marketing suite (retrospective)	
Our comment	Shinfield Parish Council feels that the entrance way to the new development is not in keeping with the neighbouring surroundings. This would be acceptable as a permanent feature, if rebuilt in bricks similar to those used within the development. See policy 2 of the Shinfield Neighbourhood Development Plan.	
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<b>170030</b>	<b>Gemini Technology Limited, Unit 5, Wellington Industrial Estate, Basingstoke Road, Spencers Wood, RG7 1AW</b>	
Proposal	Full application for the proposed erection of a single storey rear extension.	
Our comment	Shinfield Parish Council is concerned about the loss of the mature trees in the rear of the site, which is referred to as a screen for the residential housing in Clements Close, which appears to no longer exist. Shinfield Parish Council welcomes the improvements to employment facilities within the parish, but is concerned over the already restricted provision of on-site parking on this industrial estate, and the impact of overflow parking onto the Basingstoke Road.	
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<b>170138</b>	<b>Mays Farm, Hyde Road, Shinfield, RG7 1EP</b>	
Proposal	Full application for the proposed change of existing building from Agricultural to B8 Ancillary Storage	
Our comment	No comment	
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<b>170198</b>	<b>6 Teal Grove, Shinfield, RG2 9AZ</b>	
Proposal	Full application for change of use of land from amenity land to residential car parking (retrospective)	
Our comment	No comment	
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<b>170231</b>	<b>23 Fairmead Road, Shinfield, RG2 9DL</b>	
Proposal	Householder application for the proposed single storey rear extension to existing dwelling	
Our comment	No comment	
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<b>170235</b>	<b>37 Elk Path, Three Mile Cross, RG7 1WE</b>	
Proposal	Household application for proposed erection of tilt and turn full length window with balustrade at first floor level on front elevation to replace existing window	
Our comment	No comment	
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<b>170281</b>	<b>14 The Manor, Shinfield, RG2 9DP</b>	
Proposal	Householder application for the proposed erection of a single storey rear extension	

Our comment	following demolition of existing conservatory and rear bay window No comment
<b>162830</b>	<b>Land North of Church Lane, Three Mile Cross</b>
Proposal	Full application for a proposed vehicular private driveway access off Church Lane to serve residential development on Land North of Church Lane
Our comment	No comment
<b>170514</b>	<b>1 Holder Close, Shinfield, RG2 9HQ</b>
Proposal	Householder application for the proposed erection of a single storey front porch extension to the existing dwelling
Our comment	No comment
<b>170599</b>	<b>266 Shinfield Road, Shinfield, Wokingham, RG2 8HG</b>
Proposal	Householder application for the proposed replacement of roof window on the first floor with a dormer window extension in the front elevation plus erection of a new pitched roof over front porch of the existing dwelling.
Our comment	No comment
<b>170639</b>	<b>205 Hyde End Road, Spencers Wood, RG7 1BU</b>
Proposal	Householder application for the proposed replacement of flat roof with pitched tile roof to the existing garage and carport
Our comment	No comment

### 150.3 Planning decisions: Refusals

<b>163635</b>	<b>Etudie Litanjus, 8 Sussex Lane, Spencers Wood, RG7 1BY</b>
Proposal	Application to vary condition 2 of planning consent F/2014/0805 for the erection of a replacement dwelling with detached garage following demolition of existing bungalow and garage with replacement of existing fence and gate with new. Condition 2 relates to the approved plan (SLJ/S 202 14). New plans (SLJ/S202C17P & SLJ/S202C17E) relate to changes in the roof design of the dwelling.
Our comment	No comment
<b>163561</b>	<b>Default Planning Portal premises Land Adjacent to Grange Lodge, Cutbush Lane, Shinfield, RG2 9AL</b>
Proposal	Full planning application for the erection of two detached dwelling with access and parking
Our comment	This development is only acceptable if it complies with the requirements set out in the Shinfield Neighbourhood Development Plan. <ul style="list-style-type: none"> <li>• Policies on parking standards (policy 5). With no garages, the provision of 2 spaces for each of these large dwellings, and no provision of visitor parking, is insufficient.</li> <li>• Tree retention (Policy 6) - The trees presently on the site represent both noise and visual barriers to Cutbush Lane and the loss of these trees will be detrimental to the street scene.</li> </ul> <p>The design statement specifies that the houses will be built with 'all relevant energy efficiency measures and renewable sources of energy' but lacks any detail on what these measures are.</p> <p>Contrary to the comment in the Design Statement – this is located in the South of M4 SDL, and not the North Wokingham SDL (though you can build it there instead if you wish)</p>

### 16/PH/151 **Discussion on improving the efficiency of meetings**

This item was deferred to another meeting, due to time constraints.

### 16/PH/152 **Enforcement**

The Deputy Clerk tabled an update report on open enforcement matters and a report of items recently closed.

### 16/PH/153 **Highways, Street lighting and footpath matters**

153.1 The Deputy Clerk reported on a response from Chris Howard at Wokingham Borough Council in relation to bus stop improvements in Spencers Wood / Three Mile Cross

144.2 The Deputy Clerk reported on the works to footpath 20 in Spencers Wood, and on footpath 10A in Shinfield.

**16/PH/153 Correspondence**

The following correspondence items were noted:

- Notice of planning appeal for Paddocks, Kybes Lane, RG7 1NG
- Notice of TPO variation for TPO 428/1988
- Notice of new TPO 1576/2016
- Notice of new TPO 1578/2017
- Notice of formal consultation on WBC's proposed Map-based Traffic Regulation Order
- Planning appeal notification for application 162594 – Lambs Farm Business Park, Basingstoke Road, Swallowfield.
- Householder prior notification for 8 Milsom Close, Shinfield, RG2 9DS.
- Shinfield Park – Fence along Pascal Crescent. Members asked whether the road is unadopted.
- Copy of Shinfield Action Group letter to Oatlands Road residents. The Deputy Clerk was asked to scan and circulate this to members.
- Hochtief ERR pre-Easter update
- Meeting with Arborfield residents re Bridge Farm gravel extraction proposal

**16/PH/154 Date of next meeting**

The date of the next meeting was confirmed as Thursday 4 May 2017

*The meeting ended at 22.05 hrs.*

**Action points:**

Ref:	Action:	By whom:
141.2.2	Liaise with WBC regarding an additional stop along Hyde End Road for the no10 bus	Deputy Clerk
153	Follow up on fencing issue for Pascal Crescent	Deputy Clerk
153	Scan and circulate a copy of the Oatlands Road Residents' newsletter	Deputy Clerk

**For follow up:**

Ref:	Action:	When?	By whom:
85.2.3	Identify areas requiring parking enforcement	Autumn 2017	All members

**Planning stats:**

Number of plans reviewed (Civic year to date)	170
Number of supported plans approved	80
Number of opposed plans approved	14