

Minutes approved on:	
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## **DRAFT**

### **Minutes of a meeting of the Planning and Highways Committee held on Monday 20 February 2017 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:25 hrs.**

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

Attending: K Hughes (Deputy Clerk), Mr I Young (Resident).

#### **16/PH/130 Footpaths report**

Mr Ian Young reported on the situation regarding footpath 20 in Spencers Wood.

He reported that he has been liaising with Wokingham Borough Council regarding the situation with flooding on the footpath. He reported that, based on guidelines included in the Rights of Way Circular (01/09), consideration of the likely impact on footpaths should be included in the Reserved Matters application. In the case of footpath 20, the footpath is not considered in the RM application.

Mr Ian Young reported that he met with Mr Chris Howard, senior planning officer for the Shinfield Parish SDL, to raise concerns over the issues of this and other footpaths in relation to development, including footpaths 11 and 15 in Shinfield.

Following discussion, the Deputy Clerk was asked to write to Mark Cupit, Clare Lawrence, B/Cllr Mark Ashwell and B/Cllr Angus Ross at Wokingham Borough Council, referencing the Rights of Way Circular and asking to ensure that footpaths likely to be impacted by development be included in Reserved Matters applications.

*Mr Young left the meeting at 19:45 hrs*

#### **16/PH/131 Public questions**

There were none.

#### **16/PH/132 Apologies and declarations of members' interests**

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

132.2 There were no declarations of members' interests.

#### **16/PH/133 Minutes of the previous meeting**

133.1 It was **RESOLVED** that the minutes of the meeting of 30 January 2017 were a correct record of the meeting, and these were signed by Cllr Peer.

##### **133.2 Matters arising:**

###### **133.2.1 Development impacts on the footpath network**

Members noted that the footpath issues are currently being reviewed. A meeting to review other footpaths likely to be impacted by development is yet to be scheduled.

###### **133.2.2 Basingstoke Road Traffic Calming Measures**

The Deputy Clerk reported that the trigger for delivery of the Basingstoke Road traffic calming measures is the 150<sup>th</sup> occupation of the South of Croft Road site, which is the same trigger for the delivery of the Basingstoke Road / Hyde End Road junction improvements, which have already been completed.

133.2.3 Allotment planning application

The Deputy Clerk reported on the comments proposed by the Recreation and Amenities Committee. Additional comments were suggested and the Deputy Clerk was asked to submit these to the planning officer.

16/PH/134

**Deposited plans:**

**161316**

Proposal

**Land adjacent to 6 Wilsford Close, Lower Earley,**

TREE WORKS APPLICATION. TPO 627/1993 Application to T1, T2 & T3 (Oaks). Selectively reduce in lateral spread to provide 2m clearance of the building.

Planning Officer

Stephen Thwaites Comments by No date specified

Comment

Shinfield Parish Council refers this request to the Tree Officers for further consideration

**163543**

Proposal

**Land south of Church Lane, east of Hyde End Lane west**

Full planning application for the proposed allotments

Planning Officer

Chris Kempster Comments by 21 February 2017

Comment

- There is no parking identified on this site, and insufficient parking on the site south of the footpath for the total of 70+ allotment plots, and this is likely to lead to unwanted on-street parking on neighbouring roads.
- Clarification was requested on where the top pedestrian access gate leads to.
- There are no water points shown on the plan.
- The Parish Council does not wish to take on the management of plots that incorporate small areas of amenity land which will incur an ongoing cost of maintenance (e.g. grass cutting).
- Shinfield Parish Council has contacted the University of Reading to request that the land be handed over as it is, with a commuted sum, on the understanding that the Parish Council will create the allotment plots as their need arises.

If the land is delivered as allotments, the parish requires that these are all laid out as 5 pole allotment plots.

**163611**

Proposal

**Yew Tree Farm, Beech Hill Road, Spencers Wood**

Full application for the proposed change of use of building from Nursery School to dwelling house (C3) use.

Planning Officer

Daniel Ray Comments by 6 March 2017

Comment

No comment

**170030**

Proposal

**Gemini Technology Ltd, Unit 5 Wellington Industrial Estate, Basingstoke Road, Spencers Wood, RG7 1AW**

Full application for the proposed erection of a single storey rear extension.

Planning Officer

Pooja Kumar Comments by 17 February 2017

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.

**170035**

Proposal

**Land to the west of Shinfield**

Reserved Matters application for a two form entry (2FE) primary school, including all hard and soft play areas, school car parking, attenuation pond (habitat area), landscaping and associated drop off car parking.

Planning Officer

Christopher Howard Comments by 20 February 2017

Comment

Shinfield Parish Council expresses concern over:

- The incongruous nature of the building, when viewed from the ridge and the green separation space which the Parish Council does not feel will be suitably remedied by fencing or planting, particularly if the external building material is a bright colour, as suggested in the design pictures. See the Neighbourhood Plan policy 2, which requires the use of 'materials that complement the established built environment around the development site' – which will be predominantly brick residential buildings.
- Insufficient parking for staff (Shinfield Infant and Nursery School, which has only 4 year groups, has 22 dedicated spaces on site, plus use of a free car park at school

green. They have more than 50 members of staff).

- Insufficient provision of drop-off parking. Parents of children in the nursery, reception and infants are much less likely to make use of a 'kiss-and-drop' style drop off, which, whilst suitable for older and more independent children, is unlikely to be suitable for younger children, and therefore the demand for spaces where parents can park and walk their children into the school to drop them off, is likely to far outstrip the supply, leading to on-street parking in local residential streets, and all the associated problems that this causes.
- The narrow entrance point to the site, which is likely to lead to conflict between vehicles and pedestrians.
- Concern that Thames Water are unable to comment on the proposals, due to the lack of information on the drainage. The application will only be acceptable if Thames Water have approved the drainage and water proposals for the site.

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<b>170138</b>	<b>Mays Farm, Hyde End Lane, Ryeish Green, RG7 1EP</b>		
Proposal	Full application for the proposed change of use of existing building from agriculture to B1C ancillary storage.		
Planning Officer	Katie Herrington	Comments by	23 February 2016
Comment	No comment		

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<b>170176</b>	<b>Solar Farm at Sheepbridge Court Farm, Spencers Wood</b>		
Proposal	Application to vary condition 14 of planning consent F/2014/1495 to extend the time limit by 11 years from approved 25 years to 36 years, expiring 4/12/2051 and including additional safeguarding measures for removal.		
Planning Officer	Graham Vaughan	Comments by	27 February 2017
Comment	Shinfield Parish Council requests a proportionate increase in the community grant funding from the site.		

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<b>170189</b>	<b>22 Coningham Road, Shinfield, RG2 8QP</b>		
Proposal	Householder application for the proposed erection of a replacement tiled pitched roof to existing garage and internal structural alterations.		
Planning Officer	Chris Kempster	Comments by	27 February 2017
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)		
Planning Officer	Katie Herrington	Comments by	28 February 2017
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		
Planning Officer	Stephen Thwaites	Comments by	3 March 2017
Comment	No comment		

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<b>170281</b>	<b>14 The Manor, Shinfield, Wokingham RG2 9GP</b>		
Proposal	Householder application for the proposed erection of a single storey rear extension following demolition of existing conservatory and rear bay window.		
Planning Officer	Brett Beswetherick	Comments by	7 March 2017
Comment	No comment		

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<b>170284</b>	<b>5 Hawthorn Cottages, Pump Lane, Grazeley, RG7 1JX</b>		
Proposal	Householder application for the proposed two storey side extension and single storey rear extension to dwelling		
Planning Officer	Stephen Thwaites	Comments by	7 March 2017
Comment	No comment		

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<b>170296</b>	<b>4 Grazeley Road, Three Mile Cross, Wokingham, RG7 1BJ</b>		
Proposal	Householder application for the proposed erection of a single storey side extension to form a rear snug area and a single garage, with associated dropped kerb.		
Planning Officer	Rosie Rogers	Comments by	8 March 2017
Comment	Shinfield Parish Council strongly objects to this inappropriate application. This building is a significant feature of the locality, and the addition of a lean-to garage along with the visual loss of the feature windows will spoil the elevation and street scene. The location of parking to the rear was designed to protect the existing visual appearance of this building, and the addition of parking at the front will be very detrimental, and will cause highways safety issues given its proximity to the soon to be		

lighting controlled junction with the Basingstoke Road.

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<b>170235</b>	<b>37 Elk Path, Three Mile Cross, Berkshire, RG7 1WE</b>
Proposal	Householder application for proposed erection of tilt and turn full length window with balustrade at first floor level on front elevation to replace existing window.
Planning Officer	Darius Kusyik
Comment	Comments by 10 March 2017 No comment

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<b>170294</b>	<b>79 Hilmanton, Earley, RG6 4HN</b>
Proposal	Full application for the proposed erection of a new 2no bedroom dwelling with associated car parking, refuse storage and soft landscaping following demolition of existing garage and shed.
Planning Officer	Stefan Fludger
Comment	Comments by 17 March 2017 This application will be deemed acceptable provided that the TPO'd oak tree is afforded suitable protection during the construction phase.

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<b>170325 / 170236</b>	<b>Cutbush Barn, Cutbush Lane, Shinfield, RG2 9AL</b>
Proposal	Householder application for the proposed erection of a linked glazed conservatory extension to dwelling – (Plus listed building consent)
Planning Officer	Rosie Rogers
Comment	Comments by 17 March 2017 Shinfield Parish Council defers to the conservation officer for consideration of this proposal to a sensitive building within the parish.

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<b>170404</b>	<b>19 Coningham Road, Shinfield, RG2 8QP</b>
Proposal	Householder application for the proposed single storey side and rear extension to existing dwelling.
Planning Officer	Stefan Fludger
Comment	Comments by 16 March 2017 No comment

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#### 134.2 Planning decisions: Approvals

<b>162876</b>	<b>6 Skylark Way, Shinfield, RG2 9AJ</b>
Proposal	Householder application for the proposed conversion of existing loft space to additional habitable accommodation, to include a side facing dormer extension and 4no roof lights
Our comment	Shinfield Parish Council feels this is overdevelopment on an already constrained site. If approved, the council request that the window be of obscured glass, to prevent any overlooking of number 4.

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<b>162915</b>	<b>Shinfield Court, Church Lane, Three Mile Cross, RG7 1HB</b>
Proposal	Full planning application for the demolition of existing derelict farm buildings and erection of a new build Montessori nursery, new build community use studio, new café with kitchen plus new car parking and vehicle access
Our comment	Shinfield Parish Council welcomes the development of a new Montessori nursery, but requests that the planning officer ensure that there is sufficient onsite parking to ensure that at no time parking is required on Church Lane, and that there be no waiting of vehicles along Church Lane.

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<b>163475</b>	<b>90 Oatlands Road, Shinfield, RG2 9DN</b>
Proposal	Householder application for the proposed garage extension and new roof over existing garage
Our comment	No comment

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<b>170053</b>	<b>14 Seymour Avenue, Shinfield, RG2 9DT</b>
Proposal	Householder application for the proposed single storey rear extension with existing roof slope continued down to form new roof plus insertion of large dormer extension to create habitable accommodation.
Our Comment	No comment

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#### 134.3 Planning decisions: Refusals

<b>162732</b>	<b>Land Rear Of Diana Close, Spencers Wood</b>
Proposal	Full application for the proposed erection of 24 dwellings with associated access, landscaping and parking.
Our comment	Shinfield Parish Council objects to this application on the basis that the site is outside the development area as defined in the Managing Development Delivery Plan and the

emerging Neighbourhood Plan.

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<b>163176</b>	<b>Yaffles, Beech Hill Road, Spencers Wood, RG7 1HT</b>
	Full application for the proposed erection of a 2 storey cottage and driveway following demolition of existing ancillary.
Our Comment	No comment

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<b>163287</b>	<b>Land to the rear of 27-29 The Square, Spencers Wood, RG7 1BS</b>
Proposal	Full application for the proposed erection of 2no detached dwellings
Our comment	Shinfield Parish Council requests additional provision of parking for number 29, to mitigate the loss of available on-street parking caused by the insertion of an access road to this development. We request that the external finish of the new builds be designed in keeping with the neighbouring period cottages, in accordance with policy 2, item (1) of the Neighbourhood Development Plan, including the use of patterned brick works.

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<b>163346</b>	<b>Mallards, Basingstoke Road, Spencers Wood, RG7 1AD</b>
Proposal	Application to vary condition 2 of planning consent F/2014/1372 for the erection of part single, part two storey extensions and alteration to the roof of existing dwelling and post office to form extended post office and retail area at ground floor level, with a three bedroom flat at first floor level. Condition 2 relates to approved details, the new plan seeks permission for the rear single storey roof height to remain as built. (Retrospective).
Our comment	The existing building as it stands breaches the identified maximum height and is to the detriment to the neighbouring property. The height of the building should be reduced to meet the original approved planning specification. The Parish Council objects to the principle of retrospective planning applications. The works to rectify the height issue should be carried out as soon as possible.

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<b>163493</b>	<b>229a Hyde End Road, Spencers Wood, RG7 1BU</b>
Proposal	Prior approval submission for the conversion of existing offices (use class B1(a) to 4no, 2 bed flats).
Our comment	Shinfield Parish Council feels this proposal is unacceptable for the following reason: <ul style="list-style-type: none"><li>• The loss of usable employment space</li><li>• Concern over the impact of noise and cooking smells on the neighbouring properties with the kitchens directly opening onto the adjoining properties.</li><li>• The size of windows for the lounges to the upstairs properties, currently located at the rear, which will make the rooms under lit (it is unclear whether the existing roof lights are being retained).</li></ul> The Parish Council requests that the design be reconsidered, to locate the lounges to the front of the upstairs flats.

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#### 16/PH/135 **Enforcement**

The Deputy Clerk tabled an update report on open enforcement matters and reported on one closed enforcement item.

#### 16/PH/136 **Highways, Street lighting and footpath matters**

The Deputy Clerk reported her intention to attend the next Major Projects meeting at Shute End on 21<sup>st</sup> February 2017.

Members discussed the vegetation clearance at the cottages identified for demolition to add an additional road into the School Green roundabout, for the village centre. The Deputy Clerk was asked to investigate whether a date for the relocation of the northbound bus stop has been determined.

#### 16/PH/137 **Correspondence**

137.1 The following correspondence items were noted:

- Planning appeal notification for 160982 – Land rear of 219 Hyde End Road, Spencers Wood
- Planning appeal decision for 161522 – Mallards, Basingstoke Road, Spencers Wood
- Street naming and numbering notification for flats at 2 Hollow Lane
- Street naming and numbering notification for Loddon Court Farm Park, Spencers Wood.
- Wokingham Borough Council Adopted Regulation 123 List Document – Jan 2017

137.2 Cllrs Grimes and Lias requested to attend the Local Plan Training at Shute End on Monday 27<sup>th</sup> March 2017.

#### 16/PH/138 **Date of next meeting**

Due to the scheduling of training on 27<sup>th</sup> March 2017, members agreed to reschedule the next meeting to Thursday 16<sup>th</sup> March 2017.

The meeting ended at 21.45 hrs.

**Action points:**

Ref:	Action:	By whom:
130	Write to WBC regarding the inclusion of footpaths in RM applications	Deputy Clerk
133.2.1	Schedule a meeting with Ian Young and Cllr Peer to identify footpaths likely to be impacted by future development.	Deputy Clerk
136	Investigate when the proposed move of the northbound Hollow Lane bus stop at School Green is scheduled for	Deputy Clerk
137.2	Request places for Cllrs Grimes and Lias at the Local Plan training at Shute End	Deputy Clerk

**For follow up:**

Ref:	Action:	When?	By whom:
85.2.1	Speed monitoring and speed limit reductions	Next newsletter	Deputy Clerk
85.2.3	Identify areas requiring parking enforcement	Autumn 2017	All members

**Planning stats:**

Number of plans reviewed (Civic year to date)	148
Number of supported plans approved	66
Number of opposed plans approved	10