

DRAFT

Minutes of a meeting of the Planning and Highways Committee held on Thursday 4 February 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

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

Attending: K Hughes (Assistant Clerk), Mr Mark Robins (Farley Farms), Mr Akhtar Masood Malik (Resident), Mr Phil Smyth (Resident), Mr Robert McMahon (Resident), Mr Dave Aust (Resident) and Mr Thomas Hale (Resident).

15/PH/99 Presentation from Mr Mark Robins, Estate Manager, Farley Farms and Estate.

Members received a presentation from Mr Mark Robins, Estate Manager for Farley Farms and Estates on a pre-planning application proposal jointly from Farley Farms and Cemex, for gravel extraction on land within the parish and within Arborfield and Swallowfield.

Mark Robins reported that the land area is approximately 130 hectares, of which 28 is within Shinfield Parish.

He reported that the proposals are for the extraction of approximately 3.6 million tonnes of sand and gravel, located around a meter below the surface of the land. He reported that the extraction rate is predicted to be around 350,000 tonnes per year, for around ten years. He reported that the gravel will travel along a conveyor from the dig sites to where it will be loaded into vehicles.

Members discussed the number of large vehicle movements that this extraction work will generate. It was noted that these vehicles would use the Shinfield and proposed Arborfield bypass to move the gravel and the proposals suggested that there would be little impact on local parish roads.

Mark reported on plans to replace the gravel with inert substances (suggested as being soil removed as part of the building of local developments) and reported that some areas will be returned to agricultural use, other areas will be left as water meadow and there are proposals for a reservoir area to provide irrigation for an area of land identified for salad crops.

Mr Mark Robins left the meeting at 20:05 hrs.

15/PH/100 Public questions

Mr Robert McMahon and Mr Phil Smyth spoke to members about a planning application in Uffcot Close for dormer windows.

Mr Phil Smyth and Mr Robert McMahon left the meeting at 20:25 hrs

Mr Dave Aust and Mr Thomas Hale spoke to members about a planning application for a cricket pitch and pavilion at the Manor site.

Mr Dave Aust and Mr Thomas Hale left the meeting at 20:45 hrs

15/PH/101 **Apologies and declarations of members' interests**

- 101.1 Apologies were received and accepted from Cllr Emmet.
- 101.2 There were no declarations of members' interests.

15/PH/102 **Minutes of the previous meeting**

- 102.1 It was RESOLVED that the minutes of the meeting of 14 January 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.
- 102.2 Matters arising:
 - 102.2.1 Parking issues on Brookers Hill
The Assistant Clerk confirmed that she had emailed the PCSOs about the issue and will follow up with them next week.
 - 102.2.2 Lantern replacement quotes
The Assistant Clerk confirmed that two replacement LED lanterns have now been ordered, for installation at Falcon Avenue and Hyde End Road.
 - 102.2.3 Ownership of the path leading to Langley Mead
The Assistant Clerk reported that she had spoken to Chris Young about the path to Langley Mead and it was noted that there had historically been some confusion over ownership and responsibility. Cllr P Hughes agreed to raise the issue with Nigel Frankland when they meet to discuss sports provision later in February.
 - 102.2.4 Langley Mead flooding photographs
The Assistant Clerk confirmed that the photographs of the flooding were forwarded to the University of Reading. Members discussed the matter and noted that it could be raised as a question at the Annual Parish Meeting, where university representatives will be speaking on the SANG.
 - 102.2.5 Spencers Wood Post Office letter
The Assistant Clerk reported that Cllr Peter Hughes has drafted a letter which will be circulated to members.
 - 102.2.6 Paperless planning training
The Assistant Clerk confirmed that she had attended the paperless planning training at Shute End. She reported that the plans to remove paper plans have been deferred until May to allow councils to obtain the necessary equipment, and that WBC are checking out a free tool for measuring scaled plans and will report back to the town and parish councils.

15/PH/103 **Schedule of deposited plans**

153497 Proposal	4 Uffcot Close, Earley, RG6 4BQ Householder application for the proposed insertion of two windows in existing rear dormers and three roof lights to side and front elevation.
Planning Officer	Mark Croucher Comments by 03.02.2016
Our comment	Shinfield Parish Council expresses concern that installation of dormer windows has gone ahead without planning permission, and has considerable concern about the impact of overlooking on the houses in Rushall Close. Shinfield Parish Council requests that the dormers be removed and replaced with Velux windows within the original roof line.
<hr/>	
153433 Proposal	Rustlings, The Spring and land r/o Cushendall, Shinfield Road, RG2 9BE Full application for the proposed erection of 10no dwellings with associated access, drainage, landscaping, car parking following the demolition of all the existing buildings.
Planning Officer	Graham Vaughan Comments by 4 February 2016
Our comment	Shinfield Parish Council appreciates the reduction in the scale of the development proposal, but would like to discourage additional car movements onto the Shinfield Road and request that the developers investigate the option of providing access to the rear six properties from Wilsford Close, and turn the direction of the properties from west to east. The parish council is concerned about surface water run off coming from the Shinfield Road and running down the slope towards the six rear houses, where there appears to be no means for the water to drain away.
<hr/>	

153435
Proposal **Land at the Manor, bordered by Brookers Hill, Hollow Lane and Church Lane**
Reserved Matters application pursuant to planning consent VAR/2013/0602 for development of a sports pavilion and associated vehicle parking, public open space (including a cricket pitch and informal open space), landscaping and associated works. This application comprises details of appearance, landscaping, layout and scale.

Planning Officer Nick Chancellor Comments by No date specified
Our comment Shinfield Parish Council welcomes additional sports provision within the parish.

160036
Proposal **1 Regis Close, Whitley Wood, Reading, RG2 4AT**
Householder application for a proposed erection of single storey rear extension, front canopy plus alteration to existing porch (retrospective).

Planning Officer Stephen Thwaites Comments by 11 February 2016
Our comment Shinfield Parish Council strongly objects to this development and retrospective planning application on the grounds of overdevelopment of this site. The parish council also questions whether planning permission is required for the development of the recently added large rear dormer / loft conversion. The parish council requests that the planning officer visits the site and reviews the extent of work already carried out on the site.

160046
Proposal **Shinfield House, School Green, Shinfield, RG2 9EH**
Application for advertisement consent for the proposed erection of 3no fascia signs and 3no ground level box signs.

Planning Officer Rosie Rogers Comments by 17 February 2016
Our comment Shinfield Parish Council has no objection to this application.

160055
Proposal **66a Grazeley Road, Three Mile Cross, RG7 1BJ**
Full application for the proposed erection of 2no detached dwellings with associated works, following demolition of existing dwelling.

Planning Officer Katie Herrington Comments by No date specified
Our comment Shinfield Parish Council has no objection to this application.

160099
Proposal **Land adjacent to Grange Lodge, Cutbush Lane, Shinfield, RG2 9AL**
Outline application for the proposed erection of a single residential dwelling with all matters reserved.

Planning Officer Mark Croucher Comments by 19 February 2016
Our comment Shinfield Parish Council objects to this application on the basis that there is insufficient information to make any meaningful judgement.

103.2 List of plans approved:

150305
Proposal **Land adjacent to Sheraton House, Basingstoke Road, Three Mile Cross, RG7 1BA**
Reserved matters application pursuant to outline planning consent O/2014/1245 for a development of 2no 2 bedroom flats. Details of access, appearance, landscaping, layout and scale to be considered

Our comment No comment

152877
Proposal **2a Westlands Avenue, Shinfield, RG2 8EB**
Householder application for the proposed erection of a double-storey front extension to dwelling plus conversion of garage into habitable accommodation. Loft conversion into habitable accommodation with rear dormer extension.

Our comment Shinfield Parish Council welcomes the visual improvement to the street scene that this development will bring.

153032
Proposal **Post Office, Basingstoke Road, Spencers Wood, RG7 1AD**
Application for advertising consent for the proposed erection of 1no fascia sign, and 1no projecting sign and associated signage

Our comment Shinfield Parish Council note that the application should be classified as retrospective, as the work has already been carried out. As there is no permission, the signage should be removed until such time as residents, who have not been informed of this application, have a proper opportunity to review and consider the plans. The parish council is

concerned that the changes are to the detriment of the local neighbours, and note that the original conditions of the application state that the exterior appearance of the site should be in keeping with the previous appearance and should enhance the locality. This is clearly not the case, as the exterior appearance is far too overwhelming for a village location and there are concerns that the outside of the site is now unsightly with waste storage.

The parish council requests that if permission is granted, that a condition be requested that the exterior lighting is only permitted to be switched on during the store's opening hours.

153184	12 Kendal Avenue, Shinfield, RG2 9AR
Proposal	Householder application for the proposed erection of a single storey rear extension, part conversion of existing garage to habitable accommodation following part demolition and the erection of a single storey front extension to form porch
Our comment	No comment

Mr Akhtar Masood Malik left the meeting at 21:25hrs

103.3 List of plans refused:

153049	Mallards Basingstoke Road Spencers Wood Wokingham RG7 1AD
Proposal	F/2014/1372 Application for a non-material amendment to planning consent F/2014/1372 to allow revision of plans for the proposed raising of roof and internal alterations.
Note	This application was not reviewed by the parish council The application has been rejected as it has been deemed that the proposal represents a material amendment and requires a full planning application, and cannot be approved as a non-material amendment, due to an increase in the ridge height.

103.4 List of plans withdrawn:

160141	19 Salmon Close, Spencers Wood, RG7 1EG		
Proposal	Conservatory at rear (No description details available on website)		
Planning Officer	Rosie Rogers	Comments by	No date specified
Comments	This application was withdrawn prior to comments being submitted.		

15/PH/104 **Enforcement**
Enforcement matters were reviewed and noted.

15/PH/105 **Neighbourhood Development Plan progress report**
The Assistant Clerk reported on a request from Wokingham Borough Council to meet to discuss policy 1.

Cllr Peer requested, and members approved for the meeting to continue beyond 22:00 hrs

- 15/PH/106 **Highways, Street lighting and footpath matters**
- 106.1 Cllr Montgomery presented a request from Shinfield Players Theatre to stop up the road outside the theatre. Members discussed the matter and requested that Mr Vockins from the theatre, liaise with Helen Yeo and Doreen Couzens to check whether there are any implications for the management committee for the neighbouring development.
 - 106.2 The Assistant Clerk reported on the street naming for the Darcliffe Homes development off Croft Road.
 - 106.3 Members spoke about the traffic island installed near the entrance to Croft Gardens, Hyde End Road. The Assistant Clerk was asked to follow up with Wokingham Borough Council Highways Team on the matter.

Cllr Montgomery left the meeting at 22:05hrs

15/PH/107 **Correspondence**

Members noted the following:

- 107.1 Press release from Wokingham Borough Council – call for potential development sites for the Local Plan update
- 107.2 Response from Stage Coach regarding bus service 7 and 8 (Spencers Wood and Three Mile Cross)
- 107.3 Planning response to application for prior notification 153196 for 9 Westlands Avenue, Shinfield
- 107.4 Consultation on issues and options for Reading Borough Council Local Plan (plus printed copies of identified sites surrounding the parish)
- 107.5 Response from planning officer about planting for Orta Solar site
- 107.6 Final draft of the Terms of Reference for Joint Working over the management of the Wokingham Community Infrastructure Levy.

15/PH/108 **Date of next meeting**

The Assistant Clerk noted the date for the next meeting as **Thursday 25 February 2016**

The meeting ended at 22.20 hrs.

Action points:

Ref:	Action:	By whom:
102.2.1	Follow up with PCSOs regarding parking on Brookers Hill	Assistant Clerk
102.2.3	Raise issue of footpath to Millworth Lane entrance of Langley Mead SANG to Nigel Frankland	Clr P Hughes
102.2.5	Circulate draft letter to members	Clr P Hughes
106.1	Contact Doreen Couzens and Helen Yeo to review proposals from Shinfield Players Theatre regarding a request to 'stop up' the road outside the theatre	Assistant Clerk
106.3	Follow up with WBC Highway Team re unlit traffic island in Hyde End Road	Assistant Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	102
Number of commented plans refused	5
Number of supported plans approved	26
Number of opposed plans approved	15