

Minutes approved on:	
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DRAFT

Minutes of a meeting of the Planning and Highways Committee held on Thursday 20 October 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:00 hrs.

Present: Cllrs N Boyer, A Grimes, D Peer (Ch).

Attending: K Hughes (Deputy Clerk), Mr S Kemp (Oakwood Homes), Mr G Jones (Montagu Land), Mrs G Gray (Resident), Mr S Robinson (Radian Homes), Mr S Keel (Radian Homes) and Mrs L Taylor (Radian Homes).

16/PH/72 Presentation from Oakwood Homes

72.1 Members received details of two possible proposals for a development site off the Basingstoke Road in Spencers Wood.

The options included a care home with bungalows or a mix of market and affordable housing, or a hybrid of the two, plus amenity land and refurbishment of a pond.

Members noted that the site sits outside of the identified Strategic Development Location for the parish, and expressed concern around a continuation of homes along the Basingstoke Road, additional traffic onto the Basingstoke Road and parking.

Mrs Gray joined the meeting at 19:30 hrs

Mr Kemp and Mr Jones left the meeting at 19:50

Mr Robinson, Mr Keel and Mrs Taylor joined the meeting at 19:50 hrs

16/PH/73 Presentation from

73.2 Members received details of a proposal for a development site off Back Lane, Spencers Wood.

Members noted that the site sits outside of the identified Strategic Development Location for the parish, and expressed concerns over density, parking and a lack of amenity space.

Mr Robinson, Mr Keel and Mrs Taylor left the meeting at 20:20 hrs

16/PH/74 Public questions

There were none

16/PH/75 Apologies and declarations of members' interests

75.1 Apologies for absence were received and accepted from Cllr P Hughes due to holiday, Cllr Emmet due to recuperation from surgery, and from Cllr Masood due to work commitments.

75.2 There were no declarations of members' interests.

16/PH/76 Minutes of the previous meeting

76.1 It was RESOLVED that the minutes of the meeting of 29 September 2016 were a correct record of the meeting, and these were signed by Cllr D Peer.

76.2 Matters arising:

76.2.1 Leopard 10 bus service

The Deputy Clerk reported that the borough council hope to carry out a site inspection in November and a decision to reinstate the bus service to Croft Gardens will be made following this inspection.

76.2.2 Basingstoke Road traffic calming measures

Members noted that there was no clear indication of when the proposed traffic calming measures for Basingstoke Road will be triggered for delivery. Members noted the need for safe walking routes to local schools. Members discussed the option for a petition, and the Deputy Clerk was asked to investigate options for an online petition.

76.2.3 Ceiling mounted projector

The Deputy Clerk reported that a further company has visited to measure up for a ceiling mounted projector.

76.2.4 Bus shelter at School Green

The Deputy Clerk reported that there is currently no developer funding identified for the replacement of the southbound bus shelter at the junction of Hollow Lane and Arborfield Road.

76.2.5 Environmental Impact Assessments

The Deputy Clerk reported on the response from Mr Chris Howard in relation to EIA requests for new developments.

16/PH/77 **Schedule of deposited plans**

161996 Proposal	8 Teal Grove, Shinfield, RG2 9AZ Full planning application for the proposed change of use of amenity land to car park space and a forest bark section as landscaping (Retrospective). Plus moving the light from centre of the forest bark section to next to the electricity box on the land.
Planning Officer Comment	Katie Herrington Comments by 27 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 changes of use of the amenity land has been carried out outside a number of the other houses along this road.
162749 Proposal	15 Deardon Way, Shinfield, Wokingham, RG2 9HE Application for a certificate of proposed use for the conversion of existing loft to additional habitable accommodation to include insertion of roof lights.
Planning Officer Comment	Brooke Davey Comments by 31 October 2016 There are no plans attached that show the proposed internal layout and loft conversion. This development is unacceptable to the parish council without the provision of additional parking to meet the additional bedrooms provided.
162688 Proposal	Calleva, Brookers Hill, Shinfield, RG2 9BX Householder application for the proposed erection of a detached ancillary granny annexe
Planning Officer Comment	Katie Herrington Comments by 9 November 2016 Shinfield Parish Council is concerned that this additional unit represents a separate dwelling and will not remain ancillary to the existing dwelling.
162764 Proposal	Trevalfry, Basingstoke Road, Spencers Wood, RG7 1AE Householder application for the proposed erection of a single storey rear extension to dwelling, following demolition and removal of existing outbuilding.
Planning Officer Comment	Jane Burton Comments by 4 November 2016 No comment
162599 / 600 Proposal	L'Ortolan Restaurant, Church Lane, Shinfield, RG2 9BY Full planning application / Listed building consent for the proposed erection of a detached development kitchen and store plus timber over-cladding of the proposed building and existing office building.
Planning Officer Comment	Stefan Fludger Comments by No comment
162710 Proposal	47 Ducketts Mead, Shinfield Household application for the proposed single storey rear extension (retrospective)
Planning Officer Comment	Stefan Fludger Comments by No comment

162724 **Shinfield Players Theatre, Whitley Wood Lane, Shinfield, RG2 9DF**
Proposal Full application for the proposed erection of a 2.4m high fence and 2no gates
Planning Officer Stefan Fludger Comments by
Comment No comment

162732 **Land rear of Diana Close, Spencers Wood, RG7 1HP**
Proposal Full application for proposed erection of 26 dwellings with associated access, landscaping and parking
Planning Officer Laura Callan Comments by 10 November 2016
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.

162755 **341 Whitley Wood Lane, Shinfield, RG2 8PX**
Proposal Full application for the proposed erection of a 2.4m high fence and 2no gates
Planning Officer Stefan Fludger Comments by
Comment No comment

77.2 List of plans approved:

161365 **Holy Trinity Church, Church Lane, Grazeley, RG7 1LD**
Proposal Application for listed building consent for the proposed conversion of the redundant parish church of Holy Trinity to a single dwelling including internal subdivision, re-roofing plus roof windows, new services, driveway and garage.
Our comment Shinfield Parish Council welcomes the retention of this listed building and the sympathetic retention of both internal and external architectural features.

161631 **Pulleyn Transport Ltd, Church Lane, Three Mile Cross, RG7 1HB**
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.
Our Comment No comment (feedback given directly to Wolf Bond Planning in February 2016)

161741 **7 Blackwater Close, Spencers Wood, RG7 1DT**
Proposal Householder application for the proposed erection of a single storey rear extension to dwelling.
Our comment No comment

161899 **1 Zenith Avenue, Shinfield, RG2 9FN**
Proposal Application for a certificate of existing lawful development for the formation of hard standing for the purposes of vehicular parking.
Our comment No comment

162442 **6 Bryant Crescent, Spencers Wood, Wokingham, RG7 1FG**
Proposal Householder application for single storey front and side extension to dwelling
Our Comment No comment

16/PH/78 **Enforcement**
The Deputy Clerk reported on two enforcement case closure notices

16/PH/79 **Neighbourhood Development Plan progress report**
The Deputy Clerk confirmed that the draft plan was approved at the executive meeting, and will therefore go to referendum on 8 December. An information fact sheet has been created and will be distributed around the parish over the next few days.
Members noted the need for a map for the parish showing all the approved developments.

16/PH/80 **Highways, Street lighting and footpath matters**
80.1 Members discussed a request to investigate options for time limiting areas of the grasscrete parking in Spencers Wood, as discussed at a recent meeting regarding Spencers Wood Post Office, to enable parking to be available for users of the shops on the Basingstoke Road. Members noted that the borough council are currently in the process of adopting parking enforcement powers, and that problem parking areas across the parish need to be identified.
80.2 The Deputy Clerk reported that a proposal will be brought to a future meeting for the street lighting replacement works.

- 80.3 The Deputy Clerk tabled a list of the names from the Shinfield War Memorial that have been proposed for the West of Shinfield development.
- 80.4 The Deputy Clerk reported the following updates from the recent WBC Major Projects Meeting:
- Southern Gas Networks have one final connection to complete at the School Green Roundabout. This will be carried out in a school holiday, but not this half term.
 - Thames Water have a proposal to replace a section of water main on Hyde End Road, which will require a road closure. The project has not been programmed in as yet, due to other works ongoing in the area.
 - The proposal to alter the junction of Basingstoke Road and Tabby Drive will be programmed in once the Hyde End Road / Basingstoke Road junction works are completed.
 - The Basingstoke Road and Hyde End Road junction works have been altered to off-peak only, due to the extent of traffic issues that the works were having. This has extended the completion date for the project into December.
 - Croft Road is currently closed for sewer works and will be resurfaced once this is complete. It is expected that this work will be ongoing until w/c 21 November.

16/PH/81 **Correspondence**

81.1 The Deputy Clerk reported correspondence from two developers wishing to meet with the parish council.

16/PH/82 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Thursday 1 December 2016**

The meeting ended at 21.55 hrs.

Action points:

Ref:	Action:	By whom:
76.2.2	Investigate options for an online petition to reduce speed limits on the main roads within the parish	Deputy Clerk
79	Investigate options for a map of the parish, showing approved development, and proposed sites	Deputy Clerk
80.1	Identify problem parking areas across the parish for civil parking enforcement	All members
80.2	Bring forward a proposal for LED street lighting replacement	Deputy Clerk

Planning stats:

Number of plans reviewed (Civic year to date)	83
Number of supported plans approved	47
Number of opposed plans approved	7