

Minutes approved on:	
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Minutes of a meeting of the Planning and Highways Committee held on Thursday 22 December 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 20:20 hrs.

Present: Cllrs P Emmet, A Grimes, P Hughes, A Masood.

Attending: K Hughes (Deputy Clerk), Mr R Vaughan (resident).

In the absence of Cllr Peer, the meeting was chaired by Cllr P Hughes

16/PH/102 Public questions

Mr Vaughan, resident of Lambs Lane, spoke to members about a proposal for four units of self-build housing on land west of Lambs Lane.

Mr Vaughan left the meeting at 20:45 hrs

16/PH/103 Apologies and declarations of members' interests

103.1 Apologies were received and accepted from Cllrs Boyer and Peer.

103.2 There were no declarations of members' interests.

16/PH/104 Minutes of the previous meeting

104.1 It was RESOLVED that the minutes of the meeting of 01 December 2016 were a correct record of the meeting, and these were signed by Cllr P Hughes.

104.2 Matters arising:

104.2.1 Referendum count

Members noted that the referendum had been held on 8 December and the outcome has been reported to council.

104.2.2 Meeting with representatives from Neighbouring councils to discuss the Grazeley Garden Settlement proposal

The Deputy Clerk reported that a meeting for the council to review and determine its position on the proposal has been scheduled for 12 January 2016. Following discussion, the Deputy Clerk was asked to liaise with the Clerk and arrange a meeting to follow the 16 January council meeting.

104.2.3 Call for sites feedback

The Deputy Clerk confirmed that the sites have been shared amongst members for feedback, which will be reviewed at the 12 January meeting.

104.2.4 Relief Road signage

Members discussed the signage on the new A327 roundabout coming from Arborfield, which appears to direct relief road traffic through the village.

104.2.5 Development meeting with WBC officers at Shute End

Cllr P Hughes reported on his and the Clerk's attendance at a meeting with Borough Council Officers at Shute End, where a number of matters were discussed, including local speed limits, buses on Hyde End Road and Church Lane.

104.2.6 Shinfield Meadows flags and stone walls

The Deputy Clerk reported that a planning application for the walls and flags is required. Members asked the Deputy Clerk to follow up with the enforcement team.

The Deputy Clerk was asked to add a discussion on supporting residents' planning matters to the next meeting agenda

16/PH/105

Deposited plans:

162923
Proposal **Hartley Court Farm, Hartley Court Road, RG7 1NH**
Full planning application for the proposed change of use of part of an agricultural building to office, storage and light industrial (B1), area for car parking (Retrospective).
Planning Officer Sara De Barros Comments by 9 January 2017
Comment Shinfield Parish Council welcomes additional employment space within the parish.

163245
Proposal **42 Woodcock Court, Three Mile Cross, RG7 1BZ**
Householder application for the proposed conversion of existing garage to additional habitable accommodation including replacement of existing garage door with window.
Planning Officer Brett Beswetherick Comments by Unknown
Comment No comment

163286
Proposal **18 Deardon Way, Shinfield, RG2 9HE**
Application to vary condition 5 of planning consent F/2002/6400 for the installation of velux roof windows.
Planning Officer Stephen Thwaites Comments by 28 December 2016
Comment No comment

163287
Proposal **Land to the rear of 27-29 The Square, Spencers Wood, RG7 1BS**
Full application for the proposed erection of 2no detached dwellings.
Planning Officer Ashley Smith Comments by 2 January 2017
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.

163305
Proposal **1 L'Ortolan Cottages, Church Lane, Shinfield, RG7 1BZ**
Application for Listed Building consent for the installation of 2no condenser units and 1no AHU (Air Handling Unit) (retrospective).
Planning Officer Dariusz Kusyk Comments by Unknown
Comment No comment

163422
Proposal **Land East of Lambs Lane, Spencers Wood *Swallowfield Application***
Outline planning permission for the proposed erection of 4 no. detached dwellings. Access to be considered.
Planning Officer Daniel Ray Comments by 3 January 2016
Comment Shinfield Parish Council objects to this development on the basis that it is outside the boundary of the settlement and it represents an unwelcome encroachment into open countryside.

105.2

Planning decisions: Approvals

162306
Proposal **Shinfield Service Station, Arborfield Road, Shinfield, RG2 9DY**
Full planning application for the proposed retention of an ATM machine in a new purpose built steel secure room with steel floor plate.
Our comment Shinfield Parish Council welcomes the retention of this facility for parish residents.

162307
Proposal **Shinfield Service Station, Arborfield Road, Shinfield, RG2 9DY**
Application for advertisement consent for 1 integral illuminated and screen to the ATM Fascia, internally illuminated free cash withdrawals sign and blue LED halo illumination to ATM surround.
Our comment No comment

162332
Rose Cottage, Croft Road, RG2 9EX

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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162764	Trevalfry, Basingstoke Road, Spencers Wood, RG7 1AE
Proposal	Householder application for the proposed erection of a single storey rear extension to dwelling, following demolition and removal of existing
Our Comment	No comment
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162819	Land adjacent to 2 Hollow Lane, Shinfield, RG2 9DX
Proposal	Full application for the proposed erection of 2no two bedroom flats with associated amenity area and parking.
Our comment	We request that the planning officer check that this complies with parking standards and request a contribution towards the upgrade of Oatlands Road surface.
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162907	1 High Copse Farm Cottages
Proposal	Full application for proposed erection of Bat Barn
Our Comment	No comment
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163076	62 Clares Green Road, Spencers Wood, RG7 1DX
Proposal	Householder application for the proposed erection of a part single, part two storey rear extension (phase 1: construction of ground floor extension with hipped roof, phase 2 removal of part of the hipped roof over ground floor extension and erection of first floor)
Our Comment	Shinfield Parish Council requests that the planning officer confirm that there is sufficient off-street parking provision to meet the requirements of the additional bedroom, particularly given the existing issues with on street parking along this stretch of road.
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163077	Ubhi House, Brookers Hill, Shinfield, RG2 9BX
Proposal	Householder application for the proposed erection of a two storey rear extension to dwelling to facilitate a second floor incorporating rear Juliet balcony and oriel window
Our Comment	No comment
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105.3 Planning decisions: Refusals

162594	Lambs Farm Business Park, Basingstoke Road, Swallowfield *Neighbouring plan*
Proposal	Full application for the proposed erection of a new business unit for use class B1 (b) and (c) (Light, Industrial, Research and Development) and B8 (Storage and Distribution) use with ancillary works adjoining existing Business Park.
Our comment	Shinfield Parish Council objects to this application on the basis of: <ul style="list-style-type: none"> • Overdevelopment: Expansion outside the limit of the existing development site would be a breach of Core Strategy Policy CP11, as, in Shinfield Parish Council's opinion, this is excessive encroachment or expansion of development away from the original buildings. Whilst the Core Strategy supports development for business, industry or warehousing, this site is not listed as one of the identified 'Core Employment Areas' in Core strategy Policy CP15, and neither does it meet the requirement for 'limited additional employment development' as it sits outside of the South of M4 SDL • Highways Safety: Shinfield Parish Council is concerned over the increasing impact this site has on the safe walking route to Lambs Lane School, which is directly opposite the site access. Additional vehicles accessing this site will make this situation worse, (there is evidence of large vehicles being forced to mount the pavement on the school side of the road to gain access to this site) and further expansion of this site will add additional vehicles to the Basingstoke Road, which is already struggling to sustain the traffic demands currently placed upon it.
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162924	Floyers Barn, 260 Hyde End Road, Spencers Wood, RG7 1DL
Proposal	Full planning application for the erection of one dwelling
Our Comment	Shinfield Parish Council welcomes the provision of this small dwelling, and requests that the exterior finish match that of the neighbouring Floyers Barn.
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The Deputy Clerk reported on two new enforcement reports – outstanding items and November closed items.

16/PH/107 **Local Transport Plan 4 – Stakeholder Consultation**

Members approved the following responses, to be forwarded to Wokingham Borough Council

Q1) How important, if at all, does the Town or Parish Council consider each of the following? (Please tick one box from each row)

	Very important	Fairly important	Not very important	Not at all important	Don't know
Roads and Pavements	✓				
Cycle Routes	✓				
Local buses	✓				
Taxi services					✓
Community transport	✓				
Responsive transport					✓
Safer roads	✓				
Reducing traffic	✓				
Traffic pollution	✓				
Street Lighting	✓				
Highway Condition	✓				
Rights of Way	✓				

Q2. How Satisfied or dissatisfied is the Town or Parish Council with each of these within the Town / Parish area? (Please tick one box only from each row)

	Very satisfied	Fairly satisfied	Neither satisfied nor dissatisfied	Fairly dissatisfied	Very dissatisfied	Don't know
Roads and Pavements					✓	
Cycle Routes					✓	
Local buses			✓			
Taxi services			✓			
Community transport						✓
Responsive transport						✓
Safer roads					✓	
Reducing traffic					✓	
Traffic pollution					✓	
Street Lighting			✓			

Highway Condition				✓		
Rights of Way				✓		

16/PH/108 **Highways, Street lighting and footpath matters**

No items were raised for discussion

16/PH/109 **Correspondence**

The following correspondence items were noted:

- Postcode changes for the new Bellway development on Cutbush Lane
- TPO works request for an Oak Tree at Green Park.

16/PH/110 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Monday 09 January 2016**

The meeting ended at 21.55 hrs.

Action points:

Ref:	Action:	By whom:
104	Add a discussion on supporting residents' planning matters to the next meeting agenda	Deputy Clerk
104.2.2	Liaise with the Clerk to arrange a date for a meeting with neighbouring parishes to discuss the Grazeley Garden Settlement proposal	Deputy Clerk
104.2.6	Follow up with enforcement re the flags, stone walls and advertising hoardings for the Shinfield Meadows developments	Deputy Clerk

For follow up:

Ref:	Action:	When?	By whom:
85.2.1	Online speed limit petition	January 2017	Deputy Clerk
85.2.3	Identify areas requiring parking enforcement	Spring 2017	All members

Planning stats:

Number of plans reviewed (Civic year to date)	107
Number of supported plans approved	55
Number of opposed plans approved	9