

Minutes approved on:	15 August 2016
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## Minutes of a meeting of the Planning and Highways Committee held on Monday 25 July 2016 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19:30 hrs.

Present: Cllrs N Boyer, P Emmet, J Greenway (V Ch), A Grimes, P Hughes, A Masood, D Peer (Ch).

Attending: K Hughes (Deputy Clerk), Mr Brian Wood (Resident), Mr Jim Frewin (Resident) Mr Phil Gribble (Resident)

### 16/PH/33 Public Questions

33.1 Mr Brian Wood and Mr Jim Frewin, residents of Oatlands Road, Shinfield, spoke to the committee about the proposals from Hochtief UK Ltd to modify plans to install acoustic fencing along the western boundary of the new relief road. The residents reported that Hochtief UK Ltd are proposing to install a 'quieter' road surface. Members discussed the landscaping and planting of trees to form both sound and visual screening.

Mr Woods reported that they had met with representatives from Hochtief UK Ltd and from the planning department at Wokingham Borough Council to discuss the matter, and that a planning application for the changes has been submitted to Wokingham Borough Council for consideration.

Members suggested that the residents approach the Borough Councillors for the ward and request the planning application be called in to the planning committee for consideration.

Members suggested that the residents also contact the University of Reading, who commissioned the road building and raise their concerns to them.

*Mr Woods and Mr Frewin left the meeting at 19:50 hrs*

33.2 Mr Phil Gribble spoke to members about the situation in Chrysanthemum Drive, Shinfield, with Homes in Multiple Occupation, and legal advice being sought to investigate the legality of the situation. He reported on a covenant on the land, detailed in the property deeds, restricting their use as either business premises or use as HMOs. He reported that steps have been taken to establish a Residents' Association, and noted that he is meeting with Cllrs P Hughes and Peer to discuss this, in early August.

*Mr Gribble left the meeting at 20:05 hrs*

### 16/PH/34 Apologies and declarations of members' interests

34.1 There were no apologies for absence, as all members were present

34.2 There were no declarations of members' interests.

### 16/PH/35 Minutes of the previous meeting

35.1 It was RESOLVED that the minutes of the meeting of 30 June 2016 were a correct record of the meeting, and these were signed by Cllr D Peer, subject to the addition of 'highways safety' to item 23 (issues discussed regarding an enforcement matter).

35.2 Matters arising:

- 35.2.1 Response from Clare Lawrence, Wokingham Borough Council, regarding one enforcement matter  
Members discussed the letter from Clare Lawrence, Wokingham Borough Council, regarding queries relating to enforcement. Following discussion, members agreed not to pursue the issue further, but to leave the matter in the hands of the borough council, to go through the due process.
- 35.2.2 Tree Preservation Order request  
Members noted that they felt that the response from the borough council to a Tree Preservation Order (TPO) on a development site with a live planning application, had been unsatisfactory.
- 26.2.3 Power Supply for school speed sign at School Green  
This matter is still work in progress.

16/PH/36 **Schedule of deposited plans**

<b>161708</b> Proposal	<b>Rose Cottage, Basingstoke Road, RG7 1AT</b>	
	Full application for the change of use of ground floor of existing dwelling from Use Class C3 (dwelling) to Use Class A5 (hot food takeaway) plus installation of shop front to front elevation and flue for ventilation extraction and changes to fenestration. Retention of first floor of existing dwelling as Use Class C3.	
Planning Officer	Mark Croucher	Comments by 2 August 2016
Comment	Shinfield Parish Council objects to this application. This application fails to meet the standards for security by design, with the shop frontage facing into an internal courtyard which is not well used. The parish council considers this location is inappropriate for this type of development. The stretch of properties that this property sits within, is designated as an area of special character, and this property does not appear to be identified on the policies' map as an area for commercial or employment, or for shop frontages. The application fails to sufficiently mitigate concerns about littering, noise and cooking smells. This application fails to demonstrate how it will manage highways safety issues and traffic congestion, with increasing amounts of conflicting movements of vehicles from the car park to the Basingstoke Road. This application fails to detail information on opening hours, operating days and delivery vehicles. There are no proper proposals for offloading deliveries. This application fails to provide information on lighting and signage.	
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<b>161741</b> Proposal	<b>7 Blackwater Close, Spencers Wood, RG7 1DT</b>	
	Householder application for the proposed erection of a single storey rear extension to dwelling.	
Planning Officer	Nuno Fernandes	Comments by 27 July 2016
Comment	No comment	
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<b>161761</b> Proposal	<b>4 The Warren, Three Mile Cross, RG7 1NZ</b>	
	Householder application for the proposed erection of a single storey rear conservatory extension to dwelling.	
Planning Officer	Rosie Rogers	Comments by ?
Comment	No comment	
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<b>161767</b> Proposal	<b>Mays Hill Lodge, Beech Hill Road, Spencers Wood Reading, RG7 1HX</b>	
Planning Officer	Householder application for the proposed erection of a single storey side extension	
Comment	Dariusz Kusyk	Comments by 29 July 2016
	No comment	
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<b>161851</b> Proposal	<b>2 Hollow Lane, Shinfield, RG2 9DX</b>	
	Prior approval submission for the conversion of existing offices (use class B1 (a)) to 5no flats (use class C3)	
Planning Officer	Pooja Kumar	Comments by 26 July 2016
Comment	No comment	
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<b>1611867</b> Proposal	<b>1 Leyland Gardens, Shinfield RG2 9AW</b>	
	Householder application for the proposed two storey rear extension, plus part single storey, part first floor front extension to existing dwelling	
Planning Officer	D McLaughlin	Comments by 8 August 2016
Comment	No comment	

<b>161899</b>	<b>1 Zenith Avenue, Shinfield, RG2 9FN</b>
Proposal	Application for a certificate of existing lawful development for the formation of hard standing for the purposes of vehicular parking
Planning Officer	Mark Croucher
Comment	Comments by 11 August 2016 No comment
<b>161901</b>	<b>Squirrels Leap, 2 Mimosa Drive, Shinfield</b>
Proposal	Householder application for the proposed conversion of existing garage into habitable accommodation
Planning Officer	Pooja Kumar
Comment	Comments by 3 August 2016 No comment
<b>161912</b>	<b>104 Deardon Way, Shinfield RG2 9HF</b>
Proposal	Application to remove condition 5 of planning consent F/2001/5188 & F/2002/6400 (14/5/2003) to allow the conversion of existing loft space to additional habitable accommodation to include the installation of 2no rooflights, gable end window
Planning Officer	Nuno Leal and Lorraine McCloud
Comment	Comments by 9 August 2016 No comment
<b>161927</b>	<b>104 Deardon Way, Shinfield RG29HF</b>
Proposal	Householder application for the proposed erection of a single storey side/rear extension.
Planning Officer	Nuno Leal and Lorraine McCloud
Comment	Comments by 11 August 2016 No comment
<b>161920</b>	<b>Land rear of Stanbury House, Basingstoke Road, Spencers Wood, RG7 1AJ</b>
Proposal	Full application for the proposed change of use of agricultural land to provide Suitable Alternative Greenspace (SANG) and associated access, car park, footpaths and landscaping works
Planning Officer	Laura Ashton
Comment	Comments by 11 August 2016 No comment

### 36.2 Late list plans:

<b>161979</b>	<b>Cisco, 400 South Oak Way, Green Park</b>
Proposal	Advertisement application for the proposed erection of 3no internally illuminated Fascia signs
Planning Officer	Dariusz Kusyk
Comment	Comments by 11 August 2016 No comment
<b>161985</b>	<b>Land South of Croft Road, Spencers Wood</b>
Proposal	Application for a submission of details to comply with the following condition of planning consent
Planning Officer	Chris Howard
Comment	Comments by Unknown No comment
<b>161995</b>	<b>Telecommunications Site 78551 Whitley Wood Roundabout Reading Black Boy Junction RG2 9DF</b>
Proposal	Application for prior approval for proposed removal of existing 14.7 m high Phase 4 monopole, the installation of a 15m high phase 5 monopole and a RFC(800) cabinet measuring 600x480x700mm, to be located beneath the upgraded APM30H Version D cabinet and associated development.
Planning Officer	Pooja Kumar
Comment	Comments by 17 August 2016 No comment
<b>162003</b>	<b>BP Garage, Basingstoke Road, Three Mile Cross</b>
Proposal	Full application for the proposed enlargement of existing ingress crossover to existing petrol filling station
Planning Officer	Pooja Kumar
Comment	Comments by 16 August 2016 Shinfield Parish Council request that additional pedestrian safety measures be put in place, given that this is a walking route to the northbound bus stop, just past the garage, and which is within the red line of the original planning application.

### 36.3 List of plans approved:

<b>160955</b> Proposal	<b>62 Ryhill Way, Earley, RG6 4AZ (Adjoining parish consultation)</b> Householder application for the proposed conversion of garage to create habitable accommodation
Our Comment	No comment
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<b>160968</b> Proposal	<b>Glendene, Basingstoke Road, Spencers Wood, RG7 1AE</b> Householder application for the proposed erection of a two storey side extension to dwelling, following demolition and removal of existing lean to, alteration to existing front garden to create 2no additional parking spaces
Our Comment	Shinfield Parish Council feels this is over development of a small plot.
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<b>161025</b> Proposal	<b>15 Beech Hill Road. Spencers Wood, RG7 1HL</b> Householder application for the proposed erection of a two storey side extension, single storey front extension with new pitched roof over all including existing garage, part rear single storey extension to dwelling.
Our Comment	No comment
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<b>161166</b> Proposal	<b>2 Askew Drive, Spencers Wood, RG7 1HG</b> Householder application for the proposed conversion of garage to create habitable accommodation
Our Comment	No comment
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<b>161182</b> Proposal	<b>Littlefields, Croft Road, Shinfield, RG2 9EX</b> Householder application for the proposed erection of a single storey side extension to dwelling
Our Comment	No comment
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<b>161284</b> Proposal	<b>209 Hyde End Road, Spencers Wood, RG7 1BU</b> Householder application for the proposed erection of front and rear single storey extensions to dwelling
Our Comment	No comment
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<b>161352</b> Proposal	<b>57 Grazeley Road, Spencers Wood, RG7 1BU</b> Householder application for the proposed erection of a single storey rear sun lounge to the existing dwelling
Our Comment	No comment
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<b>161284</b> Proposal	<b>209 Hyde End Road, Spencers Wood, RG7 1BU</b> Householder application for the proposed erection of front and rear single storey extensions to dwelling
Our Comment	No comment
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<b>161413</b> Proposal	<b>400 South Oak Way, Shinfield, RG2 6AD</b> Advertisement consent for the proposed erection of 1no internally illuminated fascia sign
Our Comment	No comment
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<b>161476</b> Proposal	<b>8 Arborfield Road, Shinfield, RG2 9DY</b> Householder application for a proposed erection of a single storey rear conservatory
Our Comment	No comment
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<b>161509</b> Proposal	<b>10 Grovelands Road, Spencers Wood, RG7 1DP</b> Householder application for the proposed erection of a single storey front extension to form porch.
Our Comment	No comment

16/PH/37 **Enforcement**  
There were no enforcement matters to update

16/PH/38 **Neighbourhood Development Plan progress report**  
The Deputy Clerk reported that the examination has been completed, and the draft plan has been recommended for referendum. She reported that a request for a timetable to referendum has been sent to the WBC officers.

16/PH/39 **Highways, Street lighting and footpath matters**

- 39.1 The Deputy Clerk reported on a social media discussion thread, highlighted by Cllr Boyer, in relation to speed limits on the Basingstoke Road. It was noted that, whilst speed limits are outside the jurisdiction of the parish council, it was understood that there are plans to reduce the speed on some sections of the Basingstoke Road, and introduce cycle lanes, but that the specific details and timescales were unclear at present.
- 39.2 The Deputy Clerk reported on dates for car park works at Langley Mead and Mays Farm SANGs, to replace the car park surface.
- 39.3 The Deputy Clerk reported receipt of a large map from Cemex, via Mr Ian Young, showing the proposals for how the gravel extraction areas will be left, and the proposed footpaths through the pond areas and along the northern bank of the river Loddon.

16/PH/40 **Correspondence**

Members noted the following correspondence items:

- 40.1 Members noted receipt of an update on the development works from Phil Milburn at Wokingham Borough Council, which was circulated prior to the meeting.
- 40.2 Members discussed concerns over misleading text used in developers' brochures, and noted the need to raise this issue with developers then they attend meetings to give presentations.
- 40.3 Members noted the dates sent from Wokingham Borough Council for publication of the responses to the call for sites for the Local Plan Update.
- 40.4 Members noted receipt of the notification from Wokingham Borough Council for a judicial review of the planning appeal decision for the Land at Stanbury House.
- 40.5 Members noted details of contact information for the trees team at Wokingham Borough Council.

16/PH/41 **Date of next meeting**

The Deputy Clerk noted the date for the next meeting as **Monday 15 August 2016**

*The meeting ended at 21.55 hrs.*

**Action points:**

Ref:	Action:	By whom:
26.2.3	Progress power supply quote request with SSE	Deputy Clerk

**Planning stats:**

Number of plans reviewed (Civic year to date)	49
Number of commented plans refused	3
Number of supported plans approved	20
Number of opposed plans approved	5