

**Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 14 November 2023 at 7:45 pm**

**Present:** *Councillors: B. Soane (Chairman); L. Guttridge; R. Horskins; C. Jewell; V. Lewis; P. Singh; J. Taylor*

**Officers present:** *M. Filmore, Committee Officer*

**Also present:** *2 members of the public*

102. **APOLOGIES**

Apologies for absence were received from Councillor Bragg and Sartorel.

103. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

104. **COMMITTEE MEMBERSHIP**

**RESOLVED:**

- ◆ To note that Councillor Cheng had resigned from the Planning & Community Committee, and that the vacant position would be due for appointment at the Full Council meeting to be held on 5 December 2023.

105. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 17 OCTOBER 2023**

**RESOLVED:**

- ◆ That the minutes of the Planning and Community Committee meeting held on 17 October 2023 be approved and be signed by the Chairman as a true and accurate record.

106. **ACTIONS / FOLLOW UPS**

The Committee Officer explained the introduction of the new actions / follow ups agenda item. Members noted that the document aims to capture any actions and follow up items raised at previous meetings, with updates provided until the item is deemed complete.

The Chairman updated Members to advise that Wokingham Borough Councillor Shahid Younis had raised the issue of parking at Rivermead School at the Borough Council meeting on Councillor Soane's behalf, and it was agreed that a site visit would take place to consider options to replace the existing zig-zag parking restrictions which were not effective. Members asked that the item remain on the Actions / Follow Ups list until the matter is resolved.

With regards to Wokingham Borough Council's Street Cleaning & Grounds Maintenance plan, Members noted that the Borough Council would not be proceeding with plans to remove 150 litter bins. Members did not resolve to submit a comment in response to the previous consultation into this matter.

107. **CURRENT PLANNING APPLICATIONS**

**RESOLVED:**

- ◆ To forward comments to the planning authority as detailed in **Appendix A**.

108. **PLANNING DECISIONS**

**RESOLVED:**

- ◆ To note information on decision notices received from the planning authority since the last meeting, as given in the agenda.

109. **TREE PRESERVATION ORDERS**  
**Applications for works to trees**

**RESOLVED:**

- ◆ To note the following applications for tree works:

Application: 232572  
Location: SECTION 211 NOTIFICATION FOR WORKS IN A CONSERVATION AREA: Laylea, 28 Church Road, Woodley, Reading, Berkshire, RG5 4QJ.  
Proposal: T1, Lime – Pollard.

Application: 232712  
Location: TPO 3/1951 AREA 1: Douglas Bader Court, Howth Drive, Woodley, Wokingham.  
Proposal: 845, Rowan - Remove deadwood greater than 25mm in diameter.  
848, Cherry - Crown lift to 2.5m from ground level.  
849, Cherry - Reduce overall size of crown by 1.5m Crown lift to 2.5m from ground level.  
850, Cherry - Reduce overall size of crown by 1.5m Crown lift to 2.5m from ground level.  
851, Cherry - Reduce overall size of crown by 1.5m.  
852, Cherry - Reduce laterals growing towards building by 1.5m.  
854, Purple Plum - Crown lift to 2.5m from ground level. Remove deadwood greater than 25mm in diameter.  
855, Cherry - Carefully fell to near ground level.  
856, Beech - Crown lift to 2.5m from ground level.  
858, Pine - Crown lift to 2.5m from ground level.  
859, Alder - Crown lift to 3m from ground level.  
860, Rowan - Carefully fell to near ground level.  
861, Cherry - Crown lift to 2.5m from ground level.  
864, Pine - Crown lift to 2.5m from ground level.  
866, Pear - Crown lift to 2.5m from ground level.  
870, Rowan - Carefully fell to near ground level.

110. **BUDGETARY CONTROL**

**RESOLVED:**

- ◆ To note Report No. PC 6/23.

## 111. **STREET TRADING CONSENT**

### 111.1 **RESOLVED:**

- ◆ To note the following applications for street trading consent:

Application: ST72  
Applicant: Altan Demirkiran – Pizzatron Ltd  
Trading Sites: Shinfield Spencers Wood Recreation Ground Car Park / Swallowfield Parish Hall Car Park / Winnersh Community Centre Car Park / Southlake Picnic Area  
Trading Times: Swallowfield – Wednesday 1600 to 2030  
Shinfield – Thursday 1600 to 2030  
Winnersh – Saturday 1600 to 2030  
Southlake – Sunday 1600 to 2030  
Comments: Application details were circulated to Members via email, and the following comments submitted to Wokingham Borough Council based on the responses received:

Generally, there was support for this application from Members. However, one Member cited a concern about the location of the van, in light of the existing coffee wagon at the same location with permission to trade for 9 am - 5pm on a Sunday, meaning there would be an overlap. This member felt that having two vans in the picnic area might be intrusive and out of keeping with South Lake as a quiet recreational space. They also noted that the coffee wagon is currently seeking permission to relocate in wet weather, which would likely be an issue for any other trader in the area. Finally, there was also concern that the introduction of substantive cooking (i.e. wood fired oven) on the site and the hours of opening might have a negative impact on users' enjoyment of this space.

Application: ST26  
Applicant: Mr Jan Ratip – Mo's Kebabs  
Trading Site: Woodlands Avenue, Woodley (Opposite University site)  
Trading Times: Sunday to Thursday 0700 to 0100 Hours, Friday and Saturday 0700 to 0300 Hours (One hour shut down at 3pm to prepare for evening food)  
Comments: As a response was required prior to the meeting, application details were circulated to Members via email and no objections were received.

### 111.2 **RESOLVED:**

- ◆ To note the following application for a variation of street trading consent:

Application: ST71  
Applicant: David & Caroline Fider – Roro's Conscious Coffee  
Trading Site: Southlake Picnic Area (Moving to alternative nearby pitches in wet weather)  
Trading Times: 0900 to 1700  
Comments: As a response was required prior to the meeting, application details were circulated to Members via email and no objections were received.

112. **PAVEMENT LICENCE**

**RESOLVED:**

- ◆ To note the following application for a pavement licence:

Business: Bosco Lounge  
Address: 55a-55b Crockhamwell Road, Woodley, RG5 3JP  
Details: Application for land adjacent to the above for the operation of refreshment facilities  
Times: Mondays to Sundays 0900 to 2300  
Comments: As a response was required prior to the meeting, application details were circulated to Members via email and no objections were received.

112. **WOKINGHAM BOROUGH COUNCIL DRAFT LICENSING POLICY**

Councillor Taylor advised Members she had read the draft policy and, whilst she stated that the updates were good, she had collated a number of comments regarding how the document might be improved. Following discussion, Members agreed to not submit a response on behalf of the Council, but recommended Councillor Taylor submit her comments personally.

With regards to the reference to the 'Ask for Angela' initiative in the draft policy, Members suggested the Council may wish to consider introducing this.

**RESOLVED:**

- ◆ To note Wokingham Borough Council's draft Licensing Policy.

113. **WOKINGHAM BOROUGH COUNCIL LCWIP**

Members noted Wokingham Borough Council's Local Cycling & Walking Infrastructure Plan, approved in March 2023. It was agreed that this would feed into considerations around the Strategy for Cycling.

**RESOLVED:**

- ◆ To note that Wokingham Borough Council approved their Local Cycling and Walking Infrastructure Plan in March 2023.

114. **READING TRANSPORT STRATEGY 2040**

Members noted that Reading Borough Council's Transport Strategy 2040 consultation was very high level and that the contents, in general, were supported. However, it was commented that the Strategy could better detail the links with neighbouring authorities, and it was requested this comment be fed back on behalf of the Council.

It was highlighted that Wokingham Borough Council were due to consult on their transport plan in the new year, with the aim of approving the plan by summer 2024.

The Chairman advised Members that Winnersh and Coppid Beech Park & Ride services are due to start operating on Saturdays for a trial period, with the continuation determined by usage levels.

**RESOLVED:**

- ◆ To respond to Reading Borough Council's Transport Strategy 2040 to indicate support for the plan, but to recommend the inclusion of stronger links between the plan and neighbouring authorities.

115. **WOODLEY DESIGN STATEMENT**

Members noted the Woodley Design Statement, created in 2008. A suggestion was raised that the document might benefit from being updated, although it was noted the creation of such a document was a huge project, and that the value of such a document needs to be considered. It was suggested this should be reviewed when Wokingham Borough Council's new Local Plan is introduced.

In preparation for this, Members asked that an appropriate Wokingham Borough Council planning officer be invited to a meeting of the Committee to provide advice on the use of supplementary planning documents, such as the Woodley Design Statement, and what the Borough will accept and consider.

**RESOLVED:**

- ◆ To note the Woodley Design Statement, as provided in the agenda.

116. **TRANSPORTATION & HIGHWAYS**

116.1 **Cycling in Woodley**

Members noted the report, provided by Councillor Taylor, with regards to how the Committee might proceed with achieving the Council's Strategy for Cycling, and the suggestion that the Committee should re-introduce a sub committee or task & finish working group to lead on the matter. It was noted that this committee's tasks might include marking up a map with areas of concern and required infrastructure improvements, pushing Wokingham Borough Council on cycling issues, and engaging with residents interested in cycling. It was highlighted that proceeding with this approach would align with the Council's Climate Emergency declaration. Members also suggested it would be beneficial to have keen cyclists on this committee.

The Committee Officer advised that, to proceed with this, a draft terms of reference would need to be created, to be considered by the Committee at the next meeting. He also advised that there would be the option to include a clause which would suspend the relevant standing order with regards to proportionality, enabling the new committee to be made up of cross party representation of keen cyclists. Members noted that terms of reference existed for the previous Cycling in Woodley Sub Committee, and asked that these be circulated.

**RESOLVED:**

- ◆ To create a draft Terms of Reference for a potential new Cycling committee, to be considered at the next meeting of the Planning & Community Committee.

116.2 **Community Speedwatch**

Councillor Taylor advised that she is awaiting a date to undertake equipment training with Councillor Bragg.

116.3 **Highways Issues**

Councillor Horskins advised that he had been contacted by a resident of Duffield Road who had discovered that City Fibre had installed a new telegraph pole outside their property without their knowledge. It was highlighted that another telegraph pole had also been installed in Tippings Lane. Notices had been stapled to telegraph poles but only after installation.

It was noted that companies installing poles should undertake a 25 day consultation. Members discussed this and it was understood that this installation was likely undertaken under permitted development rights.

Members requested City Fibre be written to to express the Council's disappointment at the lack of notification regarding these installations.

*[C.O. Note: Under permitted development, companies can install communications equipment up to 15m tall without first getting planning permission.]*

117. **COMMUNITY ISSUES**

There were no community issues raised by Members.

118. **PUBLICATIONS/INFORMATION**

**RESOLVED:**

◆ To note receipt of the following:

- The Wokingham Volunteer Centre Newsletter – October 2023
- Me2 Club Newsletter – October 2023
- Connecting Communities in Berkshire eBulletin – November 2023

The Chairman updated Members on discussions with Wokingham Borough Council regarding issues previously raised regarding planning applications made for 4 Coppice Road. Planning Officers had visited the address and there was no breach of condition identified. However, it was noted that there was a condition attached to planning approval that three parking spaces must be provided at the property, and that this could only be reviewed once construction was complete. It had also been noted that the property was being used as an HMO (house of multiple occupation) and further investigations were taking place regarding this.

119. **FUTURE AGENDA ITEMS**

There were no future agenda items raised by Members.

120. **PUBLICITY/WEBSITE**

It was suggested the Council might publicise Woodley Lunch Bunch's current collection appeal for items for school holidays, in light of the fact that Woodley Lunch Bunch is the Mayor's chosen charity for the municipal year.

121. **ENFORCEMENT ISSUES**

**RESOLVED:**

◆ To note the information on enforcement issues received from the planning authority, as given in the agenda.

The meeting closed at 9:03 pm

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**Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 14 November 2023**

<b>Application No. &amp; Address</b>	<b>Proposal</b>
<b>232386</b> Tennis 33m From 32 Silver Fox Crescent 49m From Silver Fox Crescent, Silver Fox Crescent, Woodley, RG5 3JA	Application to vary condition 2, 11, 12, and 14 of planning consent 230874 for the Full planning application for the proposed erection of 1 no. self- build four bedroom detached dwelling with detached garage and parking. Condition 2 Approved details, 11 Construction method statement, 12 Archaeology Investigation statement and 14 Drainage statement. The variation is to add phasing of the build to the application and condition wording.
<b>Observations:</b> No objections.	
<b>232390</b> Tennis 33m From 32 Silver Fox Crescent 49m From Silver Fox Crescent, Silver Fox Crescent, Woodley, RG5 3JA	Application to vary condition 2, 11, 12, and 14 of planning consent 230875 for the Full planning application for the proposed erection of 1 no. self- build four bedroom detached dwelling with detached garage and parking. Condition 2 Approved details, 11 Construction method statement, 12 Archaeology Investigation statement and 14 Drainage statement. The variation is to add phasing of the build to the application and condition wording.
<b>Observations:</b> No objections.	
<b>232400</b> Tennis 33m From 32 Silver Fox Crescent 49m From Silver Fox Crescent, Silver Fox Crescent, Woodley, RG5 3JA	Application to vary condition 2, 11, 12, and 14 of planning consent 230861 for the Full planning application for the proposed erection of 1 no. self- build four bedroom detached dwelling with detached garage and parking. Condition 2 Approved details, 11 Construction method statement, 12 Archaeology Investigation statement and 14 Drainage statement. The variation is to add phasing of the build to the application and condition wording.
<b>Observations:</b> No objections.	
<b>232533</b> 29a Western Avenue, Woodley, RG5 3BJ	Full application for the erection of a single storey front extension to the existing workshop. (Retrospective)
<b>Observations:</b> No objections.	
<b>232539</b> 12 Grays Crescent, Woodley, RG5 3EN	Householder application for the erection of a single storey rear extension. (Retrospective)
<b>Observations:</b> No objections.	

<b>232548</b> 61 Quentin Road, Woodley, RG5 3NE	Householder application for the proposed erection of first floor side extension.
<b>Observations:</b> No objections.	
<b>232557</b> 19 Blanchard Close, Woodley, RG5 4XQ	Householder application for the proposed erection of single storey rear extension, following conversion of existing garage to create habitable space.
<b>Observations:</b> No objections.	
<b>232620</b> The Point, London Road, Woodley, Wokingham	Full application for the proposed erection of a café and drive-thru with associated parking, landscaping and access, following demolition of 2 no. existing dwellings and changes to the existing parking layout.
<b>Observations:</b> <p>Members of the Planning &amp; Community Committee have considered this application and wish to submit objections. The Committee were concerned about the significant increase in traffic the introduction of this Starbucks drive-through would have on the roundabout. There were especially concerns during any particularly busy times when queuing traffic, if sufficient in number, would have no alternative but to queue back onto the roundabout; the speed of traffic turning the relatively blind corner on the eastern end of the roundabout could lead to accidents.</p> <p>Members also noted accident numbers at the roundabout, and recognised that these had included cyclists. Whilst the Committee believe the application should be refused by Wokingham Borough Council, they stated that, if the application were to be approved, a condition should be included to ensure that a significant improvement is made to the walking and cycling infrastructure within the vicinity to reduce the risk of accidents caused by the increased traffic levels.</p> <p>Finally, there was concern on the impact this development would have on the neighbouring properties to the west of the site, and Members requested consideration be made to better boundary treatment in the plans, to include the planting of trees and shrubs, so as to mitigate against the increased noise, light and exhaust pollution.</p>	
<b>232627</b> 31 Arundel Road, Woodley, RG5 4JP	Householder application for the proposed single storey rear extension, single storey front extension to create porch, conversion of garage to create habitable accommodation along with first floor extension above the existing garage and changes to fenestration.
<b>Observations:</b> No objections.	
<b>232644</b> 16 Butts Hill Road, Woodley, RG5 4NH	Householder application for the proposed erection of block wall and entrance gates to accompany existing piers.
<b>Observations:</b> <p>Members of the Planning &amp; Community Committee considered this application and wish to object to the current design. Members felt there would not be space in the current design for a vehicle to await the opening of gates, were they automatic or manual, leading to a waiting vehicle overhanging the highway. Members noted the length of the driveway in relation to the property and felt this could be mitigated by extending the entrance wall further into the driveway and placing the gates slightly further up the driveway, thus leaving space for a vehicle to wait on the driveway itself when awaiting the opening of the gates.</p>	



<p><b>232686</b> 85 Western Avenue, Woodley, RG5 3BL</p>	<p>Householder application for the proposed single storey side extension and 2 storey rear extension with Juliet balcony along with changes to fenestration, conversion of the garage to Store and workshop, also an Air source heat pump installed to the rear of the dwelling and Solar panels to the main roof elevation.</p>
<p><b>Observations:</b> Members of the Planning &amp; Community Committee have considered this application and, whilst they had no objections, they wished to reiterate the neighbour's comments regarding the need for obscure glazing.</p>	
<p><b>232688</b> 22 Tiger Close, Woodley, RG5 4UY</p>	<p>Householder application for the proposed erection of first floor side and rear extensions, single storey front extension, plus single storey outbuilding. Changes to landscaping, following conversion of existing garage to form habitable space.</p>
<p><b>Observations:</b> Members of the Planning &amp; Community Committee have considered this application and, whilst they had no objections, they noted concerns received directly from two neighbouring properties on Rose Close who were concerned about the potential for loss of light caused by the development.</p>	

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