

Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 26 March 2024 at 7:45 pm

Present: *Councillors: B. Soane (Chairman); K. Baker; D. Bragg; L. Guttridge; C. Jewell; P. Singh;*

Officers present: *K. Murray, Town Clerk; M. Filmore, Deputy Town Clerk*

Also present: *Councillors R. Horskins and J. Taylor (virtual attendance)
3 members of the public*

195. **APOLOGIES**

Apologies for absence were received from Councillors Horskins, Lewis, Sartorel and Taylor. Councillors Horskins and Taylor advised they would attend the meeting virtually.

196. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

197. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 27 FEBRUARY 2024**

RESOLVED:

- ◆ That the minutes of the Planning and Community Committee meeting held on 27 February 2024 be approved and be signed by the Chairman as a true and accurate record.

198. **ACTIONS / FOLLOW UPS**

Members noted the information provided in the Actions and Follow ups document, provided in the agenda.

17 October 2023 – Minute 94.3

Members noted that the Chairman had spoken to the Borough Councillor for the ward who had agreed to take up the matter of parking concerns at Rivermead Primary School with Wokingham Borough Council officers.

30 January 2024 – Minutes 172.3

It was noted that the issue of parking around schools, as raised and publicised by the Town Council following recent meetings, had been picked up in the local press and on Facebook.

27 February 2024 – Minute 188

It was confirmed that a member of Wokingham Borough Council's My Journey team would be meeting with the Cycling & Walking task & finish working group at their next meeting, at which point the matter of parking and commuting to schools would be raised.

The Deputy Town Clerk confirmed that he had received a response from Wokingham Borough Council's Parking department to confirm that they aim to patrol all schools once a month. They had advised that, up until 22 February, seven of the eleven Woodley schools had received a patrol. They had also advised that they had believe Waingels College was a sixth form college, and so hadn't previously included them in their patrols, but they would now do so going forward.

199. **CURRENT PLANNING APPLICATIONS**

During discussions around planning application 240586: 29 Beechwood Avenue, Members queried the rules surrounding the building of outbuildings, specifically any requirement for them to be located a minimum distance from site boundaries and to what extent they can be habitable. Members also noted the application was a retrospective application, and highlighted concern regarding the number of retrospective applications being received. It was agreed to write to Wokingham Borough Council regarding these matters.

RESOLVED:

- ◆ To forward comments to the planning authority as detailed in **Appendix A**.
- ◆ To write to Wokingham Borough Council's planning team to seek further guidance on the rules and guidance around the building of outbuildings, and the highlight concern around the number of retrospective applications being received.

200. **PLANNING DECISIONS**

RESOLVED:

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

201. **PRIOR APPROVAL SUBMISSION**

RESOLVED:

- ◆ To note the following prior approval applications, submitted to Wokingham Borough Council:

Application: 240517
Location: 15 Coniston Close, Woodley, Wokingham, RG5 4AY
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4.00m, for which the maximum height would be 3.20m and the height of the eaves 3.10m.

Application: 240615
Location: 50 Rochester Avenue, Woodley, Wokingham, RG5 4NA
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4.50m, for which the maximum height would be 2.90m and the height of the eaves 2.80m.

Application: 240652
Location: 27 Fairwater Drive, Woodley, Wokingham, RG5 3JG
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6m, for which the maximum height would be 3m and the height of the eaves 3m6m rear flat roof extension.

202. **TREE PRESERVATION ORDERS**

202.1 **Applications for works to trees**

RESOLVED:

- ◆ To note the following applications for tree works:

Application: 240510
Location: TPO 3/1951, WOODLAND 3: 25 Larch Drive, Woodley, Wokingham, RG5 3LW.
Proposal: T1, Sweet Chestnut – Crown reduction by 3-4m in height (back to historic reduction points) and by 3m in spread; remove major deadwood.

Application: 240698
Location: TPO 3/1951, WOODLAND 3: 68 Antrim Road, Woodley, Wokingham, RG5 3NY.
Proposal: T1, Horse Chestnut – Fell.

202.2 Confirmed TPOs

RESOLVED

- ◆ To note the following tree preservation order has been confirmed by Wokingham Borough Council:

TPO 1955/2024 - Trees at 91 Reading Road, Woodley, Wokingham, Berks, RG5 3AE

203. **CYCLING & WALKING TASK & FINISH WORKING GROUP**

RESOLVED:

- ◆ To note that Councillor Edwards has resigned as the Labour representative to the Cycling & Walking task and finish working group, and has been replaced by Councillor Taylor.

204. **TRANSPORTATION & HIGHWAYS**

204.1 **Community Speedwatch**

Councillor Bragg advised Members that the police have now formally registered the Council's Speedwatch camera. Members noted that the Speedwatch group had recently submitted applications to the police for an initial two locations to be used for Speedwatch activities; amenity land on Oak Drive to monitor speeding on Colemans Moor Road, and outside St John's Church to monitor Church Road. The police must approve both locations before activities can take place, and this process takes around two weeks.

It was noted that both Councillors Bragg and Taylor, members of the Speedwatch group, were away towards the end of April, and so the first official activities were likely to take place in the middle of May, following the Borough elections.

204.2 **Highways Issues**

Councillor Baker updated Members on the issue of electric vehicle (EV) charging points which had been implemented by disabled parking spaces in Headley Road car park, and had caused confusion as to who was permitted to park in those spaces. He advised that the Director of Highways at Wokingham Borough Council had confirmed this installation could've been managed better. The EV charging points have now been covered up, with confirmation that the parking spaces are for the use of disabled badge holders for the current time. The plan is to now implement two new disabled parking spaces using adjacent spaces and, once this is done, the pre-existing disabled spaces will be converted into EV charging spaces.

It was requested that Councillor Baker might seek to find out from Wokingham Borough Council what the cost of this work will be.

205. **COMMUNITY ISSUES**

Councillor Jewell provided Members with information on the Local Nature Recovery Strategy, which is a government initiative to map areas and promote bio-diversity.

She advised that a Bulmershe & Whiteknights green corridor is under consideration as part of this scheme. Members noted that the Royal Borough of Windsor and Maidenhead were responsible for this for the whole of Berkshire.

It was noted Councillor Jewell was due to attend a workshop on this matter in April. It was requested that Councillor Jewell send a single document, explaining the current situation, to the Deputy Town Clerk, to be forwarded on to all Town Councillors.

206. **PUBLICATIONS/INFORMATION**

Councillor Bragg advised that he had been the Council's most recent representative to the Berkshire Association of Local Councils (BALC) and that he had heard nothing from them in some time. At the time he was involved, Councillor Bragg advised that he had concerns about how the accounts reflect the relationship between BALC and Hampshire Association of Local Councils (HALC) who had been engaged by BALC to provide support to local councils in Berkshire on their behalf.

The Deputy Town Clerk advised that no official Town Council representative had been appointed to BALC in recent times, but that he was aware that BALC were attempting to increase their activities and become more prominent as an organisation in their own right. It was requested that a member of the BALC executive be invited to a future meeting of Full Council.

RESOLVED:

- ◆ To note receipt of the following:
 - Berkshire Association of Local Councils (BALC) Newsletter – March 2024
- ◆ To invite a member of the BALC executive to a future meeting of Full Council.

207. **FUTURE AGENDA ITEMS**

It was suggested that a member of Wokingham Borough Council's planning team be invited to a future meeting of the committee to advise on the development of outbuildings. The Deputy Town Clerk advised that a similar request was made in November, in relation to getting advice on the Woodley Design Statement, but that the Head of Planning at Wokingham Borough Council had advised that they did not have resource to attend an evening Town Council meeting, and that they were developing a new training programme to be delivered to town and parish councils later in 2024.

208. **PUBLICITY/WEBSITE**

It was suggested that an item on Speedwatch be included in the next issue of the Herald.

209. **ENFORCEMENT ISSUES**

RESOLVED:

- ◆ To note that enforcement issues for February 2024 have not yet been provided by Wokingham Borough Council.

The meeting closed at 9:05 pm

Woodley Town Council

Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 26 March 2024

Application No. & Address	Proposal
240390 30 Western Avenue, Woodley, RG5 3BH	Householder application for proposed part single part first floor rear extensions with changes to fenestration, along with one additional outbuilding to the rear and dropped kerb for vehicle access, following demolition of existing garage and rear outbuilding.
Observations: The Planning & Community Committee have considered this application and have no objections. However, they did ask that planning officers ensure the position of the heat pump complies with any relevant guidance / legislation – e.g. distance from fence / boundary; operated during permitted times.	
240543 14 Portrush Close, Woodley, RG5 3PB	Householder application for proposed first floor rear extension.
Observations: No objections.	
240586 29 Beechwood Avenue, Woodley, RG5 3DE	Householder application for proposed erection of the single storey detached outbuilding to the rear (retrospective).
Observations: The Planning & Community Committee have considered this application and have no objections. However, they do ask that the concerns of the neighbour, relating to drainage, are picked up by the Council and reviewed by the relevant department.	
240595 7 Lavenham Drive, Woodley, RG5 4PP	Householder application for proposed garage conversion to create habitable accommodation, single storey front extension to create a porch with changes to the fenestration
Observations: No objections.	
240606 50 Rochester Avenue, Woodley, RG5 4NA	Householder application for proposed single storey front extension to create porch, part single storey part two storey rear/side extension along with changes to fenestration.
Observations: No objections.	
240651 6 Denmark Avenue, Woodley, RG5 4RS	Householder application for proposed garage conversion to create habitable accommodation, single storey side extension , single storey front extension to create habitable a porch with changes to the fenestration
Observations: No objections.	

240674 26 Arundel Road, Woodley, RG5 4JL	Householder application for proposed first floor side extension above the existing garage with changes to the fenestration.
Observations: No objections.	
240679 29 Woodlands Avenue, Woodley, RG5 3HN	Householder application for proposed two storey rear extension, insertion of 2 no. dormers and 2 no. rooflights to the east elevation of the existing roof, insertion of 2 no. dormers and 2 no. rooflights to the west elevation of the existing roof
Observations: No objections.	
240696 4 Coppice Road, Woodley, RG5 3QX	Application to vary condition 2 and 5 of planning consent [222632] Condition 2 refers to Approved plans fenestration changes were made in the implementation of the approved scheme. Condition 5 refers to restriction of permitted development rights - no additional windows - one additional is requested to be added to the west elevation at first floor with obscure glass
Observations: Members of the Planning & Community Committee have considered this application and wish to object to the proposal to add one additional window. Members cited that Condition 5 was added to the original permission for good reason, and there has been no change which would suggest this condition should now be removed.	
240398 72 Bruce Road, Woodley, RG5 3DZ	Householder application for proposed single storey front infill to existing porch followed by single storey rear extension with changes to fenestration.
Observations: No objections.	
240460 10 Buckden Close, Woodley, RG5 4HB	Householder application for proposed single storey side extension with change of fenestration along with extension of hardstanding driveway.
Observations: No objections.	
240466 4 Hawker Way, Woodley, RG5 4PF	Householder application for proposed single storey rear extension with change of fenestration following demolition of existing conservatory along with additional extension of dropped kerb to create vehicle access.
Observations: No objections.	
240500 3 Copse Mead, Woodley, RG5 4RP	Application for removal or variation of a condition following grant of planning permission(210140)dated(26/02/2021)for the erection of a part single storey part two storey front extension, including the erection of a front canopy roof, plus the insertion of 3no. dormers to the front of the property. Condition 2 Approved details - changes to the design as the building commenced.
Observations: No objections.	

240506 96 Butts Hill Road, Woodley, RG5 4NR	Householder application for proposed two storey side extension with hip to gable roof, along with single storey rear extension with changes to fenestration.
Observations: No objections.	