

**Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 21 May 2024 at 7:45 pm**

**Present:** *Councillors: B. Soane (Chairman); K. Baker; D. Bragg; L. Guttridge; R. Horskins; J. Sartorel; P. Singh; J. Taylor*

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

**Also present:** *3 members of the public*

1. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

The Town Clerk asked for nominations for the position of Chairman of the Planning & Community Committee for the 2024/25 municipal year.

It was proposed by Councillor Horskins, seconded by Councillor Baker, and

**RESOLVED:**

- ◆ That Councillor Soane be appointed to the position of Chairman of the Planning & Community Committee for the 2024/25 municipal year.

Voting: For: 8 Against: 0 Abstentions: 0 No Vote Recorded: 0

It was proposed by Councillor Horskins, seconded by Councillor Sartorel, and

**RESOLVED:**

- ◆ That Councillor Bragg be appointed to the position of Vice Chairman of the Planning & Community Committee for the 2024/25 municipal year.

Voting: For: 7 Against: 0 Abstentions: 0 No Vote Recorded: 1

2. **APOLOGIES**

Apologies for absence were received from Councillors Jewell and Lewis.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

4. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 23 April 2024**

**RESOLVED:**

- ◆ That the minutes of the Planning and Community Committee meeting held on 23 April 2024 be approved and be signed by the Chairman as a true and accurate record.

5. **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**

Councillor Soane confirmed he chased Borough Councillor Shahid Younis regarding the parking issues at Rivermead Primary School and will update the Committee when he has had a response.

### **27 February 2024 – Minute 188**

Councillor Taylor updated Members that the matter of school parking was not discussed with Wokingham Borough Council's MyJourney team at the last meeting of the Cycling & Walking task & finish working group, but MyJourney had provided details of a number of initiatives being run by the Borough to encourage cycling and walking to schools, including the Beat the Street game.

### **25 July 2023 – Minute 44**

Following a query, it was noted that the aim is to request car park usage data from Wokingham Borough Council in July 2024.

### **17 October 2023 – Minute 94.2**

Councillor Bragg advised Members that he and Councillor Taylor were due to test out the Speedwatch camera on Wednesday 22 May, after which they are hoping to go live.

## **6. CURRENT PLANNING APPLICATIONS**

Members discussed the current planning applications, as listed in the agenda.

A request was made to seek further clarification on whether there is a requirement for there to be a 1 metre gap to the boundary of a site when undertaken certain development.

### **RESOLVED:**

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

## **7. PLANNING DECISIONS**

Members discussed the process of 'listing' planning applications, highlighting that a small number of applications which the Committee have recently requested to be listed by the relevant Borough Ward Councillor have missed the relevant deadline.

It was noted it was the responsibility of Borough Councillors to list applications; Town Council Planning & Community Committee meetings often fall outside the deadline for comments, but there is an agreement with Wokingham Borough Council to accept late submissions from parish and town councils.

It was noted that Wokingham Borough Council only write to properties sharing a boundary with a development site to notify them of a planning application, and that the placement of a site notice is no longer a legal requirement. Members were advised that the Town Council also writes to addresses to notify them of applications, and select addresses from a slightly wider area than the Borough to ensure neighbouring residents are aware.

Members requested that the next edition of the Herald should include some guidance on planning applications, and the need of residents to engage with Borough Councillors should they have concerns about a particular planning application.

### **RESOLVED:**

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

## **8. TREE PRESERVATION ORDERS**

### **RESOLVED:**

- ◆ To note the following applications for tree works:

Application: 241067  
Location: TPO 1715/2020, T3: The Chestnuts, Wheble Drive, Woodley, Wokingham.  
Proposal: The tree (Chestnut Castanea spp.) The tree is being reduced to clear about the building. The overall finished height of the Chestnut will be 9/10m overall finished width/whole crown reduction will be 8/9m. Location is on the boundary with Beechwood ave.

Application: 241107  
Location: TPO 200/1981: Opposite, 285 Loddon Bridge Road, Woodley, Wokingham.  
Proposal: T8 - Red Oak / T10 - Lime: TPO cutting back branches to allow an overhead cable to pass through T8 and T10

Application: 241137  
Location: TPO 952/1999, Group 1: 61A Rivermead Road, Woodley, Wokingham, RG5 4DH.  
Proposal: T1 - Tree of Heaven: Selectively reduce limbs touching / adjacent to roof of 61A Rivermead to give 2-2m clearance to roof to avoid damage to roof; reduce South-East side of crown by approximately 2m in branch length to lessen overhang into 61A, blending into rest of the crown.

- ◆ To note that Wokingham Borough Council has confirmed the following Tree Preservation Order:

TPO 1971/2024 – Tree on land to the rear of 142 Loddon Bridge Road, Woodley, Wokingham, Berks, RG5 4AB

#### 9. **CYCLING & WALKING TASK & FINISH WORKING GROUP**

Councillor Taylor highlighted the reference to improved cycling and walking facilities as included in the Council's Climate Emergency plan. She asked Members to support the recommendation of the working group to extend their deadline until May 2025.

##### **RESOLVED:**

- ◆ To note Report No. PC 3/24 of the meeting of the Cycling & Walking task and finish working group which took place on 7 May 2024.
- ◆ To extend the end date of the working group, as stated in the terms of reference, until the end of May 2025.

#### 10. **ANTI SOCIAL BEHAVIOUR REPORT**

Members discussed the ASB report provided by Wokingham Borough Council. It was recommended that the report be publicised, with information potentially included in the next edition of the Herald.

##### **RESOLVED:**

- ◆ To note the report, provided by Wokingham Borough Council's Anti-Social Behaviour (ASB) team, regarding statutory ASB incidents in Woodley during the last quarter, as provided in the agenda.

## 11. **TRANSPORTATION & HIGHWAYS**

### 11.1 **EV Charging Points**

Members noted that, at the Wokingham Borough/Parish Liaison Forum in December, Councillor Kennedy had raised concerns regarding the location of Electric Vehicle (EV) charge points on Wheble Drive. Wokingham Officers had advised, as contained in the minutes of the meeting, that various criteria and rationale were used for the location of charge points, and that they would send a briefing note to all members with this information. It was noted this briefing note had not been issued, and Members asked that the Council write to Wokingham Borough Council to seek this information. The Town Clerk advised that he had picked up on this matter and written to Wokingham Borough Council, but he had not received a response.

Members noted with concern that Wokingham Borough Council Officers do not consult with ward councillors on proposals such as these.

#### **RESOLVED:**

- ◆ To write to Wokingham Borough Council to seek further information on the criteria and rationale behind the selection of locations suitable for the installation of EV charge points.

### 11.2 **Community Speedwatch**

It was noted Councillor Bragg had provided an updated earlier in the meeting.

### 11.3 **Highways Issues**

Issues were highlighted with the work undertaken to relocate the disabled parking bays in Headley Road Car Park, following the introduction of EV charge points. It was noted the new disabled parking bays did not appear to provide enough space for wheelchair users to exit either side of a vehicle, there was a ramp to access the pavement which was at a sufficient angle to make it difficult for wheelchair users, and a tree was adjacent to this making it difficult for wheelchair users to traverse. This information was corroborated by Councillor Guttridge, a wheelchair user herself.

Members asked that Councillor Guttridge provide full details of her difficulties to the Deputy Town Clerk, following which they requested the Council write to Wokingham Borough Council to highlight the issue and ask them to put it right, copying in Borough Councillors for Woodley.

## 12. **COMMUNITY ISSUES**

Councillor Taylor advised Members of an issue with Wokingham Borough Council's online mapping system, which appeared not to have been updated to reflect the new Borough ward boundaries. She advised that she was in discussion with Wokingham Borough Council to resolve this.

## 13. **PUBLICATIONS/INFORMATION**

#### **RESOLVED:**

- ◆ To note receipt of the following:
  - Promise Inclusion newsletter –April 2024

## 14. **FUTURE AGENDA ITEMS**

There were no future agenda items raised by Members.

## 15. **PUBLICITY/WEBSITE**

There were no publicity and website matters raised by Members.

16. **ENFORCEMENT ISSUES**

**RESOLVED:**

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

The meeting closed at 8:53 pm

---

**Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 21 May 2024**

<b>Application No. &amp; Address</b>	<b>Proposal</b>
<b>240833</b> 105 Colemans Moor Road, Woodley, RG5 4DA	Full application for the proposed erection of 3 no. three bedroom terraced dwellings with associated access, car parking and landscaping following demolition of the existing dwelling and outbuilding.
<b>Observations:</b> The Planning & Community Committee have reviewed this application and, whilst they had no objections, they did note concerns raised by residents about the damage to neighbouring properties caused by previous ground works. The Committee requested that WBC ensure care is taken by the developers to not impact neighbouring properties during the works.	
<b>241071</b> 74 Malone Road, Woodley, RG5 3NJ	Householder application for the proposed erection of a single storey front extension to create porch, two storey side, single storey rear extension along with changes to fenestration following demolition of the existing detached garage plus removal of the chimney.
<b>Observations:</b> No objections.	
<b>241108</b> 14 Malone Road, Woodley, RG5 3NJ	Householder application for proposed single storey front extension to create a porch , two storey side extension , first floor rear extension with changes to the fenestration following the demolition of the existing shed
<b>Observations:</b> No objections.	
<b>241142</b> 30 Campbell Road, Woodley, RG5 3NA	Householder application for proposed single storey front and rear extension, garage conversion to create habitable accommodation and changes to fenestration.
<b>Observations:</b> No objections.	
<b>241176</b> 57 Malone Road, Woodley, RG5 3NL	Householder application for proposed garage conversion to create habitable accommodation, along with changes to fenestration.
<b>Observations:</b> No objections.	
<b>241184</b> 124 Nightingale Road, Woodley, RG5 3LZ	Application to vary condition 2 of planning consent 230531 for the proposed erection of a single storey rear extension and first floor side extension. Condition 2 refers to the approved details and the variation is to change the flat roof of the rear extension into a pitched roof. (Retrospective)
<b>Observations:</b> The Planning & Community Committee have reviewed this application and, whilst they had no objections, noted there could be an issue with regards to the 45 degree rule, and ask that Planning Officers ensure this is checked.	

<b>241185</b> 17 Selcourt Close, Woodley, RG5 3AS	Householder application for proposed erection of a single storey side/rear extension.
<b>Observations:</b> No objections.	
<b>241191</b> 22 Haddon Drive, Woodley, RG5 4LU	Householder application for proposed erection of a single storey rear extension to include 1no roof window.
<b>Observations:</b> No objections.	
<b>241198</b> 38 Wilmington Close, Woodley, RG5 4LR	Householder application of proposed demolition of existing conservatory, followed by the erection of a part single part 2 storey side and rear extension, along with garage conversion to create habitable spaces.
<b>Observations:</b> No objections.	
<b>241215</b> 18 Messenger Road, Woodley, RG5 4TR	Householder application for proposed single storey front extension, garage conversion to create habitable space and changes to fenestration.
<b>Observations:</b> No objections.	