

**Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 19 September 2023 at 7:45 pm**

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

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

**Also present:** *1 member of the public*

71. **APOLOGIES**

Apologies for absence were received from Councillor Bragg.

72. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

73. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 29 AUGUST 2023**

**RESOLVED:**

- ◆ That the minutes of the Planning and Community Committee meeting held on 29 August 2023 be approved and be signed by the Chairman as a true and accurate record.

74. **CURRENT PLANNING APPLICATIONS**

**RESOLVED:**

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

75. **PLANNING DECISIONS**

**RESOLVED:**

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

76. **TELECOMMUNICATIONS NOTIFICATION**

Members discussed the history to this application, noting the Committee had submitted comments directly to the telecoms company following their previous informal consultation. Members noted that residents in the area had been consulted with by the telecoms company.

**RESOLVED:**

- ◆ To note the following telecommunications notification:

Application:	232081
Location:	Loddon Vale Practice, Headley Road East, Reading, RG5 4UX
Proposal	Prior approval submission for the erection of a 20 metre high slimline monopole supporting 12no. antenna apertures and 2no. 600mm dishes along with 6no. equipment cabinets and associated development ancillary.

- ◆ To submit the comments originally provided directly in response to the telecoms consultation to Wokingham Borough Council.

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

**RESOLVED:**

- ◆ To note the following applications for tree works:

Application: 232113  
Location: TPO 170/1980 AREA 1: 2 Mollison Close, Woodley, Wokingham, RG5 4XG.  
Proposal: T1, Oak – Fell to near ground level and treat stump.

Application: 232174  
Location: TPO 832/1996, G2, T17, T18: 9 Highcliffe Close, Woodley, Wokingham, RG5 4RE.  
Proposal: T1, Oak (T17 on TPO) – Section fell to just above ground level.  
T2, Oak (T18 on TPO) – Crown reduction of lower and mid canopy by 1- 1.25m of radial crown spread.  
T3, Horse Chestnut (Part of G2) - Crown reduction of lower and mid canopy by 1.5m of radial crown spread.

Application: 232104  
Location: SECTION 211 NOTIFICATION FOR WORKS IN A CONSERVATION AREA: 32 Church Road, Woodley, Wokingham, RG5 4QJ.  
Proposal: T1, Silver Birch – Crown reduction by approx. 1.5m to a height of 5m.  
T4, Apple - Crown reduction by approx. 1.5m to a height of 3m; remove crossing branches.

78. **GENERAL TRANSPORTATION MATTER**

Members considered and discussed Report No. PC 5/23 regarding the history of the now disbanded Cycling in Woodley Sub Committee.

Members noted the work of the previous sub committee in preparing a draft cycling action plan / strategy. It was suggested that minimal progress had been achieved under the previous sub committee due to a lack of leadership, and a lack of Members with an interest in cycling on the sub committee. It was highlighted by Councillor Horskins, as the most recent Chairman of the sub committee, that there had been apathy from Members on the sub committee about taking on actions during their two meetings in 2022.

Members noted that Councillor Jewell had previously presented a draft cycling action plan / strategy. The Committee Officer confirmed this had never been formally adopted by the Planning & Community Committee, possibly because it was originally being discussed at the time the Covid-19 pandemic started. He suggested that, from an Officer's perspective, the document was more of an action plan, with tasks to achieve, rather than a strategy, which would be more of a statement of intent and desire.

Members discussed the potential benefit of restarting a sub committee to look into cycling matters, but it was suggested it may be better for responsibility to lie with the Planning & Community Committee as a whole, and to include a regular transportation item on every agenda during which cycling, highways, and speedwatch matters could be captured and discussed.

Members highlighted and discussed a number of cycling issues, including the the need for improved signage, and joined up cycling routes across Woodley and into neighbouring areas.

Following discussion it was agreed that it would be beneficial for a formal Cycling Strategy to be created and adopted by the Committee. It was requested that Councillor Jewell draft the strategy wording, to be presented for consideration at the next meeting of the Committee. From there, it was suggested an action plan could be created.

A suggestion was made that the committee should review the Council's Vision 2020 document, which Councillor Jewell stated she had worked on in the 1980s, to see if the Council had met its targets.

It was noted that funding could be sought from the Strategy & Resources Committee should any actions to improve cycling in the area be highlighted by the Committee which require it.

**RESOLVED:**

- ◆ For Councillor Jewell to draft a Cycling Strategy, and for this to be presented to the next meeting of the Planning & Community Committee for consideration.

79. **STATEMENT OF COMMUNITY ENGAGEMENT CONSULTATION**

Members considered Wokingham Borough Council's Statement of Community Engagement consultation.

In general, Members agreed that the Council should support the Statement of Community Engagement, noting that its aims were good, although a number of issues were highlighted which Members agreed to communicate to Wokingham Borough Council with regards to improving the document.

**RESOLVED:**

- ◆ To respond to Wokingham Borough Council to confirm the Town Council's support for the statement, but to raise the following points:
  - Para 3.9 – the Council are concerned about the pollution of watercourses, and wish for Wokingham Borough Council to consider how best to ensure developers are aware of their responsibilities regarding this.
  - Para 2.9 says "We recognise there are potential disadvantages with relying entirely on digital-technology. These include excluding those who do not have access to it, and that it relies on people visiting websites and clicking links, which they will do only if they already have an interest". The Council would like to see a strong statement as to how Wokingham Borough Council plan to mitigate this; e.g. encouragement of Town and Parish Council to publicise information; promote access to internet at libraries and council offices.
  - Paras 7.3 & 7.4 – The Council believe the document would benefit from providing links and / or directing readers to further information explaining 'Permitted Development' and 'Prior Approval'; i.e. what these cover and how it affects local processes like, for example, consultation.
  - Para 7.25 – The Council would like to see a greater explanation of the 'listing' process; i.e. which applications are considered by Officers, and which can be listed and how.
  - Paras 8.2 & 8.5 – The Council would like to see a link directing reader to the Local Planning Enforcement Plan.

80. **COMMUNITY SPEEDWATCH**

The Committee Officer updated Members to advise that the Council's Speedwatch camera was operational. There were still issues with connecting the Council's data logger to the laptop, but it was noted the Council only required the camera in order to undertake Speedwatch activities.

He advised Members that the plan is to create a brief project plan, identifying the tasks needed to move towards a go live date, which would involve creating suitable users guides for the equipment, and setting up a suitable form for residents to contact the Council to highlight any roads where they deem speeding issues may exist. The aim is to pull this together for the next meeting of the committee.

81. **COMMUNITY ISSUES**

There were no community issues raised by Members.

82. **HIGHWAYS ISSUES**

There were no highways issues raised by Members.

83. **PUBLICATIONS/INFORMATION**

**RESOLVED:**

- ◆ To note receipt of the following:
  - Me2 Club Newsletter – August 2023
  - Connecting Communities in Berkshire eBulletin – September 2023

84. **FUTURE AGENDA ITEMS**

There were no future agenda items raised by Members.

85. **PUBLICITY/WEBSITE**

Members stated that the Council's Cycling Strategy should be publicised when it is agreed.

86. **ENFORCEMENT ISSUES**

**RESOLVED:**

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

The meeting closed at 8:57 pm

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Woodley Town Council

**Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 19 September 2023**

<b>Application No. &amp; Address</b>	<b>Proposal</b>
<b>231646</b> 20 Pitts Lane, Earley, RG6 1BT	ADJOINING PARISH CONSULTATION Full planning application for the proposed erection of a single storey front extension and raising and modification of the roof of the existing Gospel Hall to form a first floor, plus changes to fenestration, addition of a front canopy roof and creation of first floor access via rear external stairs, with associated changes to car parking and landscaping and erection of gates.
<b>Observations:</b> No comments.	
<b>232033</b> The White Cottage, Western Avenue, Woodley, RG5 3BN	Full application for the proposed erection of single storey side extensions, insertion of dormer and demolition of chimney to existing dwelling, plus erection of 1no. two-bedroom dwelling, following demolition of existing garage.
<b>Observations:</b> No objections.	
<b>232089</b> 27 Anthian Close, Woodley, RG5 4XA	Householder application for the proposed erection of a single storey rear extension following conversion of existing garage to create habitable accommodation plus changes to fenestration.
<b>Observations:</b> No objections.	
<b>232172</b> 6 Woodlands Avenue, Woodley, RG5 3HJ	Householder application for the proposed erection of a first floor side extension, including the insertion of front and side dormers.
<b>Observations:</b> No objections.	
<b>232231</b> 124 Kingfisher Drive, Woodley, RG5 3LQ	Householder application for the proposed erection of a single storey rear extension, and changes to fenestration.
<b>Observations:</b> No objections.	