



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ
www.woodley.gov.uk

To: **Members of the Planning and Community Committee**
Councillors P. Wicks (Chairman); K. Baker; D. Bragg; J. Cheng; K. Gilder; C. Jewell;
D. Mills; M. Nagra; S. Rahmouni; J. Sartorel; R. Skegg

NOTICE IS HEREBY GIVEN that a meeting of the Planning and Community Committee will be held at 7:45 pm on Tuesday 5 January 2021, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.

Deborah Mander
Town Clerk

A G E N D A

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 1 DECEMBER 2020**
To approve the minutes of the Planning and Community Committee meeting held on 1 December 2020 and for the Chairman to sign them as a true record.
(These minutes were provided in the Full Council agenda of 8 December 2020.)
4. **CURRENT PLANNING APPLICATIONS**
To consider current planning applications and agree comments to be forwarded to the planning authority. ***(Appendix 4)*** Page 5
5. **PLANNING DECISIONS**
To note information on decision notices received from the planning authority since the last meeting. ***(Appendix 5)*** Page 7

6. **PLANNING APPEALS**

- a) To note that the following appeal against refusal of planning permission has been lodged with the Planning Inspectorate:

Application: 201113
Location: 123 Loddon Bridge Road, Woodley, RG5 4AG
Proposal: Householder application for the proposed erection of boundary wall to front/side and new access.
(Woodley Town Council had concerns about the proposal.)

- b) To note the following appeal decisions:

Application: 192825
Location: Edgefield, Western Avenue, Woodley, RG5 3BH
Proposal: Full planning application for the change of use of residential swimming pool to a mixed use of residential swimming pool and use for the provision of baby and toddler swimming classes. (Retrospective)
(Woodley Town Council recommended refusal.)
Details: Appeal against refusal of planning permission.
Decision: The appeal was allowed and planning permission was granted.

Appeal against the decision of Wokingham Borough Council to issue an enforcement notice to remedy a breach of planning control:

Location: Edgefield, Western Avenue, Woodley, RG5 3BH
Requirements of the enforcement notice:

1. Cease the use of the swimming pool for the provision of swimming classes.
2. Cease the use of the swimming pool for purposes other than for a use incidental to the enjoyment of the dwelling house as such.

Decision: The appeal was allowed and the enforcement notice was quashed.

7. **TELECOMMUNICATIONS NOTIFICATION**

- a) This type of application does not require consultation.

To note application 203363:

Location: 194-198 Crockhamwell Road, Woodley, RG5 3JH
Proposal: Prior approval application for the installation of a 20m high monopole supporting 6 No. antenna apertures and 2 No. 600mm transmission dishes, installation of 7 No. cabinets, plus ancillary development.

- b) The pre-application consultation by Waldon Telecom Ltd regarding the proposed telecommunications installation at 194-198 Crockhamwell Road was considered by the Planning and Community Committee on 1 December 2020 (minute number 125) and a response was sent stating that the Committee felt that it was totally inappropriate to install such a large mast in a busy town centre with a high footfall and located in close proximity to the outside seating area of a public house. Members are asked to note the reply received from Waldon Telecom Ltd, attached at ***Appendix 7.***

8. **TREE PRESERVATION ORDERS**
 To note that Wokingham Borough Council has confirmed the following Tree Preservation Order:
 TPO 1732/2020 - relating to trees at Loddon Gardens, Woodley, RG5 4TX.
 The TPO was confirmed with modifications. The modifications are the removal an Oak and a Willow from Group 1.
9. **BUDGETARY CONTROL**
 To note **Report No. PC 1/21**. Page 11
10. **REVISED ESTIMATES 2020/21 AND BUDGET ESTIMATES 2021/22**
 To consider the Revised Estimates 2020/21, the Budget Estimates 2021/22 and the Annual Grant applications. **Report No. PC 2/21**. Page 12
11. **APPLICATION FOR A NEW PREMISES LICENCE:
 LA'DE KITCHEN, 61-63 CROCKHAMWELL ROAD, WOODLEY**
 Notification of an application for a new premises licence for La'De Kitchen, 61-13 Crockhamwell Road, Woodley, has been received from Wokingham Borough Council, and comments requested. Details of the application (attached at **Appendix 11**) were circulated to members of the Planning and Community Committee, as a response was required by 28 December 2020. Seven members replied with no objections and a "no objections" response has therefore been sent to the Licensing Officer. Page 18
12. **PUBLIC CONSULTATION FOR A NEW JOINT HEALTH AND WELL-BEING STRATEGY FOR READING, WEST BERKSHIRE AND WOKINGHAM**
 Town and Parish Councils have been invited to contribute to the Joint Health and Well-Being Strategy for Berkshire West (Reading, West Berkshire and Wokingham), as they are in a unique position to understand the challenges faced by local communities and what would make a real difference to peoples' lives.

 Members are asked to consider a response to the survey questions, attached at **Appendix 12**. Responses are required by 29 January 2021. Page 29

 Information about the strategy can be found at:
www.berkshirwestccg.nhs.uk/JHWBS
13. **WOKINGHAM BOROUGH COUNCIL INFRASTRUCTURE FUNDING STATEMENT**
 To note receipt of the Wokingham Borough Council Infrastructure Funding Statement, 1 April 2019 - 31 March 2020. The statement has been circulated to Committee members.
14. **PLANNING ENFORCEMENT IN WOKINGHAM BOROUGH**
 To note the press release from Wokingham Borough Council regarding planning enforcement in Wokingham Borough, attached at **Appendix 14**. Page 33
15. **PUBLICATIONS/INFORMATION**
 To note receipt of the following:
- *Me2 Club Newsletter – November 2020*
 - *Me2 Club Christmas Newsletter 2020*
 - *Woodley Town Centre Newsletter - December 2020*
 - *Swan Lifeline Newsletter - Winter 2020*

16. **FUTURE AGENDA ITEMS**

To consider suggestions for future agenda items.

17. **PUBLICITY/WEBSITE**

To consider suggestions for items to be publicised.

18. **ENFORCEMENT ISSUES**

To note the enforcement notifications listed in **Appendix 18a** and the Page 36
enforcement case closures listed in **Appendix 18b**. Page 37

PLANNING APPLICATIONS

Application No. & Address	Proposal
202745 65 Quentin Road, Woodley, RG5 3NE	Application to vary conditions 2 & 3 of planning consent 190021 for the Householder application for the proposed erection of single storey front extension to form porch, single storey side extension following the demolition of existing garage, single storey rear extension including the replacement of existing pitched roof to flat roof, plus internal alterations and changes to fenestration. Condition 2 refers to Approved details and condition 3 refers to External materials.
202903 152 Wheble Drive, Woodley, RG5 3DU	Householder application for the installation of hardstanding to form a front driveway. (Retrospective)
202992 2 Coppice Road, Woodley, RG5 3QX	Householder application for the proposed erection of a single storey rear extension and two storey side extension after the demolition of existing garage.
203100 16 Uppingham Drive, Woodley, RG5 4TH	Householder application for the proposed erection of a two storey side extension and a single storey side and rear extension after the demolition of the existing garage.
203169 8 Cody Close, Woodley, RG5 4XN	Householder application for the proposed part garage conversion to create habitable accommodation and extension to existing hardstanding, plus changes to fenestration.
203176 136 Butts Hill Road, Woodley, RG5 4NR	Householder application for the proposed erection of a single storey front extension.
203205 124 Kingfisher Drive, Woodley, RG5 3LQ	Householder application for the proposed erection of a single storey front and side extension.
203215 7 South Lake Crescent, Woodley, RG5 3QW	Householder application for the proposed erection of first floor side extension with changes to fenestration.
203224 24 Campbell Road, Woodley, RG5 3NA	Householder application for the proposed erection of single storey rear extension, internal alterations and changes to fenestration.
203225 13 Wroxham Road, Woodley, RG5 3AX	Householder application for the proposed erection of single storey side/rear extension and single storey front extension to form a porch, after demolition of existing garage. First floor extension with insertion of 1 No. rooflight, 2 No. front dormers, 2 No. rear dormers, 1 No. side dormer and changes to fenestration.
203305 35 Willowside, Woodley, RG5 4HJ	Householder application for the proposed erection of a first floor front extension including the insertion of 1 No. dormer, two storey front extension, single storey rear extension following demolition of existing conservatory, first floor rear extension, garage conversion to create habitable accommodation, plus changes to fenestration.

203333 5 Gardenia, Woodley, RG5 4WQ	Householder application for the erection of a detached outbuilding. (Part retrospective)
203335 12 Caldbeck Drive, Woodley, RG5 4LA	Householder application for the proposed erection of a single storey front extension, part single storey part two storey side extension, single storey rear extension including the insertion of 3 No. rooflights, plus alterations to existing drive, following demolition of existing garage and conservatory.
203344 Highwood Bungalow, Fairwater Drive, Woodley, RG5 3JE	Full application for a change of use from residential dwelling to residential institution/nursing home, to include single storey side extension and internal sprinkler system following demolition of the existing carport.
203358 75 Arundel Road, Woodley, RG5 4JR	Householder application for the proposed alterations to existing roof, plus the insertion of 1 No. rooflight.
203367 6a Sussex Gardens, Woodley, RG5 4JN	Householder application for the proposed erection of a single storey front extension to form a porch and single storey side and rear extensions.
203402 27 Nimrod Close, Woodley, RG5 4UW	Householder application for the proposed garage conversion to create habitable accommodation, plus a first floor side extension and single storey rear extension with 4 No. rooflights with internal alterations and changes to fenestration.
203408 15 St. John's Close, Woodley, RG5 4RD	Householder application for proposed erection of a single storey rear extension including the insertion of 4 No. rooflights, following the demolition of existing conservatory.
203429 114 Nightingale Road, Woodley, RG5 3LY	Householder application for the proposed erection of a first floor rear extension with 1 No. Juliet balcony and 2 No. rooflights.
203467 2 Rowan Drive, Woodley, RG5 4LW	Householder application for proposed erection of a single storey front extension to form a porch, plus changes to fenestration.

Woodley Town Council

PLANNING DECISIONS

E: Town Council recommendation endorsed by Borough
C: Decision contrary to Town Council recommendation

Application No. & Address	Proposal	Decision
202571 3 Penrose Avenue, Woodley, RG5 3PA	Householder application for the proposed erection of a first floor side/rear extension and re-pitching of roof.	Approved E
202643 Little Hungerford Substation. Off Nightingale Road, Woodley, RG5 3RY	Full application for the proposed installation of telecommunications equipment consisting of 3 No. replacement antennae on existing steelwork, GPS antenna and new ancillary radio equipment to existing mast along with installation of replacement cabinets and upgrade to feeder cables, plus ancillary development.	Approved E
202673 58A Crockhamwell Road, Woodley, RG5 3LB	Householder application for proposed erection of a single storey rear extension including the insertion of 1 No. rooflight, following the demolition of existing conservatory.	Approved E
202738 4 Mollison Close, Woodley, RG5 4XG	Householder application for the proposed erection of a part single storey part two storey side extension, including the insertion of 2 No. rooflights, plus changes to fenestration.	Approved E
202746 31 Denmark Avenue, Woodley, RG5 4RS	Householder application for proposed erection of single storey rear extension, garage conversion and alterations to existing roof.	Approved E
202758 8 Rivermead Road, Woodley, RG5 4 DH	Householder application for the proposed erection of a single storey front extension, first floor side extension, part single storey part two storey rear extension, plus the insertion of 3 No. rooflights.	Approved E
202811 34 Colemans Moor Lane, Woodley, RG5 4BT	Householder application for the proposed erection of a detached outbuilding in the rear garden for ancillary residential use.	Refused C
202837 50 Reading Road, Woodley, RG5 3DB	Householder application for the proposed erection of a single storey rear extension including 1 No. rooflight, removal of existing balcony and replacement with Juliet balcony, plus the formation of a dropped kerb.	Approved E
202867 6a Sussex Gardens, Woodley, RG5 4JN	Householder application for the proposed erection of single storey side and rear extensions, conversion of existing garage and a single storey front extension.	Refused C
202873 35 Messenger Road, Woodley, RG5 4TR	Householder application for proposed conversion of existing garage to create habitable accommodation.	Approved E

202876 11 Caldbeck Drive, Woodley, RG5 4LA	Application to vary condition 2 of planning consent 202373 for the proposed erection of a single storey rear extension including 2 No. rooflights, and first floor side/rear extension including 2 No. rooflights. Condition 2 refers to the approved documents and the variation is to allow the widening of the first floor side extension by 1 metre, plus the addition of 1 No. rooflight.	Refused C
202889 81 Ravensbourne Drive, Woodley, RG5 4LJ	Householder application for the proposed erection of a detached double garage.	Approved E
202909 14 Cornfield Road, Woodley, RG5 4QA	Householder application for the proposed erection of a part first floor part two storey side extension and single storey rear extension with 4 No. rooflights, plus changes to fenestration. (Part retrospective)	Approved E
202947 21 Duffield Road, Woodley, RG5 4RL	Householder application for the proposed erection of a detached outbuilding incorporating the existing pump and shower room to form a new pool house with canopy roof and 2 No. rooflights, following demolition of existing timber pool house.	Approved E
203003 26 Nimrod Close, Woodley, RG5 4UW	Householder application for the proposed erection of a single storey rear extension including 2 No. rooflights and partial conversion of garage to create habitable accommodation.	Approved E
203049 Headley Road East, Woodley, RG5 4SN	Application to vary condition 1 of planning permission 192826 for the demolition of existing buildings (retrospectively) and redevelopment of the site to form 5 industrial units for uses within Use Classes B1 (b and c), B2 and B8; and erection of a building to be used as a builders' merchant (Sui Generis) for the display, sale, storage of building, timber and plumbing supplies, plant and tool hire including outside display and storage racks, with associated access, car parking and landscaping. Condition 1 refers to the approved plans and the application seeks to approve boundary fencing for the site.	Approved E
203187 1 Woodlands Avenue, Woodley, RG5 3HN	Householder application for the proposed erection of a first floor rear extension and addition of 1 No. front and 1 No. side dormers to facilitate conversion of the loft to habitable accommodation, with 3 No. rooflights.	Approved E

3 December 2020

Hi Linda,

Thank you for your email, and the Town Council's comments.

As Committee Members will no doubt be aware, the proposed development is not for the deployment of a brand-new base station within the area, but rather one which will replace the soon-to-be lost base station at Headley Road Industrial Estate. As such, there is already an established coverage footprint which needs to be replicated, and were this not to happen, the result would be the creation of a localised 'coverage gap' for two major mobile Operators.

As I'm sure that the Town Council would agree, the public's dependence on existing and established mobile networks during the last 10 months has been at an unprecedented level –with people working from home; holding business meetings by video-conference; online grocery shopping; home-schooling; and families video calling loved ones they cannot physically visit.

High-quality communications infrastructure is essential to allow this to happen and to also assist in sustainable economic growth and recovery, post-pandemic. When an existing site is lost from the network, as is the case with this scenario, it will result in a very specific "coverage gap" and an alternative site needs to be identified to ensure that this gap is filled. The consequence of not filling this coverage gap is that Operator services to the local area will become restricted, or even non-existent. We are now dealing with a time-sensitive issue and need to ensure that the loss of these services is pre-empted by the deployment of a replacement installation.

Whilst the stance of the Town Council, in regard to the proposed development, is noted, it must also be stressed that the deployment of telecommunications base stations within all settings – be it town centres; industrial areas; or suburban and residential areas – is now commonplace across the UK. Most individuals within the country now own and use a mobile phone. Without the electronic communications base stations providing the infrastructure, and networks, to support these mobiles, then they are in effect redundant. Furthermore, there is a need for the installation to be situated, geographically, in close proximity to the communities and businesses it is designed to serve.

We consider that the application site offers the best town planning and operational solution to meeting customer demand in the area and ensuring that network services continue. As such, we will be submitting a planning application to the Local Authority in due course. This application will be supplemented by additional information as well as a robust justification for site selection and proposed design.

You are likely to be consulted by the Local Authority as part of this application and you are free to offer your support, or otherwise. It is hoped, that when the full picture is presented to the Local Authority, and the Town Council has the opportunity to review all documents submitted as part of the application, that your support will be offered to the scheme. Recently, the national news has been dominated by major businesses going into administration and/or liquidation, whilst other businesses are requesting Government assistance to simply ensure their survival. The permanent removal of reliable network

services to this area, if no alternative solution can be identified and implemented, can only hinder the survival of local businesses within Woodley.

We are happy to keep the lines of communication open, and, if there is a specific point which you are seeking clarity on, then we will do our best to provide a robust answer which can be shared with Members and/or the local community. Your initial comments will be included within our planning application, but it is hoped that your support will be given in due course.

Regards,

Nick Allan

Town Planner

Waldon Telecom Ltd.

PLANNING AND COMMUNITY COMMITTEE

BUDGETARY CONTROL 2020/21

Report No. PC 1/21

EXPENDITURE	Budget 2020/21	Actual Exp as at 31/12/19	Actual Exp as at 31/12/20	Actual Exp as % of Budget	
Annual grants	13882	12820	13882	100.0	Revitalise and ARC grants paid in full. Second half of other grants paid in November
SLA REDIbus	19211	18761	19211	100.0	Second half of SLA paid in November
Total	33093	31581	33093	100.0	
INCOME	Budget 2020/21	as at 31/12/19	as at 31/12/20	as % of Budget	
Total	0	0	0	0	
Net	33093	31581	33093	100.0	

REVISED ESTIMATES 2020/21, BUDGET ESTIMATES 2021/22 AND ANNUAL GRANT APPLICATIONS

REPORT OF THE TOWN CLERK

PURPOSE OF REPORT

To inform and advise Members of the Planning Committee's Revised Estimates for the 2020/21 financial year and to provide information on the applications for Annual Grants in respect of the Budget Estimates for 2021/22 in order to make recommendations to the Strategy and Resources Committee.

REVISED ESTIMATES 2020/21

The Revised Estimates for 2020/21, **Budget Appendix A**, show that there have been no revisions in the year to the budget estimates that were set this time last year. Members will note that since 2017/18 the former Annual Grant to Readibus was provided under a three year Service Level Agreement linked to the Retail Price Index. However, given the disruption caused by Covid 19, Readibus is applying for a grant from the Council (as previously) and has submitted an application form accordingly.

BUDGET ESTIMATES 2021/22

The Budget Estimates for 2021/22, **Budget Appendix A**, set out the list of Annual Grant applications received along with the sum requested. A summary of the applications is provided below and the full applications are provided separately for Members' information.

INFORMATION

The Council has received six Annual Grant applications;

Citizens Advice Wokingham (CAW) -

Citizens Advice Wokingham provides free, confidential, impartial and independent advice and information services helping people overcome their problems. Key issues CAW gives support to are: welfare benefits, debt, consumer issues, employment, housing, legal, relationships and families, tax, utilities, health care, education and immigration. CAW has 1 full time, 13 part time staff and 72 volunteers. The office in Woodley has not been able to open this year due to the pandemic - it would usually be open 2 days a week for advice and 1 day a week for Universal Credit enquiries. CAW has used the Oakwood Centre to meet clients who needed a greater level of support. CAW also held pop up advice and campaign sessions in the town centre last year. CAW has also delivered the One Front Door - a single access point for people to call to help find local support services - leading to at least a doubling of demand for support.

CAW has requested a grant of £7,000 towards the costs of providing Citizens Advice services from the office in Woodley. Some of the funds applied for will go towards supporting the generalist service. CAW in Woodley helped 615 unique clients with 1,653 issues in the year - see dashboard for Woodley from 1/11/19 to 31/10/20 in supporting documents.

The Woodley office is managed by a paid part time supervisor and staffed by volunteers. In the last quarter, the service received a client feedback response rate of 95-98% from April 2020 to October 2020.

In the coming year, CAW hopes to maintain the high level of professional service it provides in the borough and in Woodley. CAW is also expanding its knowledge of and skills on mental health and plans to train team members as Mental Health First Aiders to better identify and respond to people struggling with these problems. The service will be looking at how it re-opens face to face services

in communities across Woodley while also responding to higher demand over the phone, which volunteers will be doing from their homes in and around Woodley.

ReadiBus

ReadiBus is a public transport equivalent bus service for people unable to use the ordinary bus service. The 2018 - 2021 Service Level Agreement (SLA) between ReadiBus and Woodley Town Council comes to an end on 31 March 2021. Due to the impact of Coronavirus and capacity, officers have not had an opportunity to seek to establish a new SLA and ReadiBus has submitted a grant application for funding for the 2021/22 year.

ReadiBus provides a dial a ride service for food shopping, hospital and other medical appointments, visiting family and for social purposes. In 2019/20 there were 224 residents registered as at March 2020 and 9,060 journeys were made in the 2019/20 financial year. March 2020 figures were affected by the run up to the lockdown and lockdown itself.

Throughout the pandemic, the ReadiBus service has continued to be available every day and has met every request made of it. ReadiBus has put in extensive procedures and precautions to keep the travelling environment as safe as possible, including distancing on buses (that has reduced capacity) and intensive and frequent cleaning. Hard surfaces are wiped down and sanitised after every contact with supplementary on-site deep cleans at frequent intervals. In the coming year the service expects distancing and cleaning regimes to continue to be required which means a limit on capacity in order to keep everyone safe, and which will continue present challenges. Despite this, ReadiBus expects to deliver several thousand journeys for local residents in 2021/22, but not quite as many as in 2019/20 until there is a return to normality.

ReadiBus receives requests from Woodley residents everyday. Feedback about the new arrangements have been positive. In this current year 1/4/20 to 29/11/20 1,295 journeys were made by Woodley residents. ReadiBus will deliver the most service that they can on the basis of the grant funding and expect demand may be suppressed for a while but could recover strongly in 2021 following the roll out of a vaccine and greater confidence for those who have worried about going out.

ReadiBus has 15 full time and 42 part time staff, as well as 30 volunteers. It is requesting funding of £19,422.

Keep Mobile

Keep Mobile provides a Dial a Ride service, shopping trips, as well as day excursions and contract work for other voluntary organisations. The service is now partly funded by Wokingham and Bracknell Forest Borough Councils. The service is operated by members phoning with their requirements at least 2 days in advance and helps people socialise, providing a sense of inclusion and helping clients maintain a good level of health that reduces the burden on NHS and Social Services. It provides shopping outings as well as day excursions and carries out contract work for other voluntary organisations including stroke clubs, Arthritis Care, Alzheimer's Association and community groups. Keep Mobile raises funds towards its Campaign to End Loneliness. Keep Mobile estimates that its 'social value' equates to £4.60 for every £1 invested in the organisation.

Keep Mobile has one full time and 18 part time paid staff as well as 26 volunteers. The annual running costs as at 31 December 2019 were £357,376 and the charity holds sufficient reserves to enable it to function for 6 months in the event of losing income/grants.

Keep Mobile has requested a grant of £1,000 towards its services for Woodley residents, including Dial a Ride, shopping trips and day excursions. In 2019/20 Keep Mobile provided the following services to 281 Woodley members - Dial a Ride, 2,593 trips and 895 day trips - with 50 trips refused because of insufficient funds.

In 2021 Keep Mobile has advised that there will be slightly fewer trips because of fuel cost purchases and maintenance during the current pandemic that has restricted bus capacity and not

being able to replace vehicles as often as needed. Salaries have also increased with the increase in the minimum wage.

Keep Mobile has estimated that cost of the trips for Woodley members in the previous year was £15,580 and would appreciate a contribution of £1,000 to help offset these costs.

ARC

ARC provides a free and confidential youth counselling service to Woodley residents and a low cost adult counselling service to parents and families (at the Oakwood Centre, Parkside surgery, Waingels College, ad-hoc primary schools and in their main office at Wokingham - as well as online during lockdowns). Counsellors are fully qualified, insured and experienced and have a minimum of 4 years training before working with young people - they are also required to have a minimum of 4 days Continuous Professional Development each year.

The charity provides an early intervention service to young people and their families who are struggling to cope with emotional and mental health problems and who are normally referred by their GP, parent, or school. This can stop problems escalating into more serious conditions. ARC sees young people with anxiety, depression, self harm, family breakdown, bullying, suicidal thoughts etc. ARC has 20 part time paid staff and 35 volunteers. Its income, including charges received, in its most recent accounts was £182,302. In 2021/22 ARC anticipates income of £170,000.

ARC has requested a grant of £5,000 towards the costs of providing its services at the Oakwood Centre three evenings a week; ARC estimates that running the service in Woodley costs £11,000. Last year the service provided 1,000 counselling sessions to 300 young people from Woodley and has recorded an average 50% improvement in symptoms. It has also run several workshops on anxiety for parents. ARC is part of the Woodley Community Youth Partnership and has also worked with other statutory and voluntary organisations. In the coming year ARC aims to continue to support the growing need for its services.

Revitalise

Revitalise is a charity and Limited Company. It provides vital respite breaks for disabled people and carers at their centres in Essex, Southampton and Southport. This not only gives disabled people the independence and opportunity to access a break but also gives their carers a much needed break too. Revitalise caters for every disability at their centres and has all the equipment that makes the break possible for their clients. Centres are fully accessible, with 24 hour nurse led care and an army of young volunteers who help provide a warm social atmosphere. Revitalise provides entertainment and excursions, including accessible cycling and day trips to France. Their breaks boost wellbeing, reduce social isolation and improve relationships.

Revitalise have informed the Council that they were not able to provide the breaks in March 2020 that they had anticipated to provide for two guests from Woodley, subsidised by this year's grant of £382, because of the lockdown due to Coronavirus.

Revitalise are seeking £382 in 2021/22 towards subsidising respite services at one of their centres that has been adapted for social distancing and will use last year's and this year's grant (if agreed) to do this for Woodley residents. Revitalise are hoping to receive the Town Council's help in providing respite for disabled people year on year.

The organisation has 180 full time and 1,216 volunteers and usually provides breaks for 2,422 each year. Revitalise has estimated total running costs for the year of £10.2M. (More information about the organisation is provided in the grant applications.)

Link Visiting Scheme (LVS)

The Link Visiting Scheme's mission is to reduce chronic loneliness and social isolation, to promote friendship and improve the health and wellbeing and independence of older residents. It offers a range of friendship services enabling people to establish new relationships so they can feel they are an integral, important part of the community. Link Visiting Scheme's core service is in-home

befriending where an older person is paired with a volunteer to form a meaningful and lasting friendship. Group and community based activities and events are designed to enable older people to broaden their friendship networks and connections with the wider community.

Anyone in Woodley can refer themselves, or be referred via a variety of organisations, eg Community Navigators, NHS social prescribers, friends and family. An in depth needs assessment is carried out that leads to a personalised support plan. This helps a person's confidence, independence and wellbeing. Volunteers also benefit from the lasting friendships that are made.

In the last year LVS has supported 92 residents in Woodley - 20% of all clients in the borough. Feedback this summer indicated that 71% of Woodley clients rated the service as excellent and 29% as good. LVS has also been the lead partner for social support during the pandemic - making thousands of calls with shielded residents and support for those on their own. LVS estimates that one befriending relationship costs £315 a year and the annual activities programme costs £30,000 a year.

LVS has four key objectives for 2021/22 (see application for more detailed information):

1. Satisfy growth in demand for its services
2. Safely reintroduce LVS activities and events
3. Implement its 'Link to Nature' programme
4. Continue to be part of the Community Response to COVID 19

The organisation has 4 full time and 5 part time staff as well as 360 volunteers. Total income last year was £183,147. The Link Visiting Scheme is requesting a grant of £1,000 to support its services in Woodley.

PLEASE NOTE: Copies of the Annual Grant applications are provided with this report - these are **CONFIDENTIAL** and for Members' information only.

Grant requests:	£
Citizens Advice Wokingham (CAW)	7,000
ReadiBus	19,422
Keep Mobile	1,000
ARC	5,000
Link Visiting Scheme	1,000
Revitalise	382
Total	33,804

RESOURCES

In 2020/21 the Council allocated £13,500 to provide Annual Grants to Citizens Advice Wokingham (£7,000), Keep Mobile (£1,000) and ARC (£5,500). (ReadiBus and Woodley TC agreed a 3 year SLA which has now come to an end.)

This year's applications total £33,804 which, if all the applications were agreed, would increase the Annual Grants' budget and SLA costs by £711 over last year's budget allocation.

RECOMMENDATIONS

- ◆ **That Members note the contents of the report.**
- ◆ **That Members recommend approval of the Revised Budget Estimates for the 2020/21 financial year, as set out in the Budget Appendix.**
- ◆ **That Members recommend the grants to be allocated to the Annual Grant applicants and to be included in the Committee's Budget for 2021/22.**
- ◆ **That Members recommend the Budget Estimates for 2021/22 to the Strategy and Resources Committee.**

BUDGET APPENDIX A

PLANNING & COMMUNITY COMMITTEE BUDGET SUMMARY 2021/22					
Expenditure		Actual	Estimate	Revised Est	Estimate
		2019/20	2020/21	2020/21	2021/22
Code	Description				
	Grants	31581	33093	33093	33804
Total		31581	33093	33093	33804
Income		Actual	Estimate	Revised Est	Estimate
		2019/20	2020/21	2020/21	2021/22
Code	Description				
Total		0	0	0	0
Net		31581	33093	33093	33804

Annual Grants 605						
Expenditure		Actual	Estimate	Revised Est	Estimate	
		2019/20	2020/21	2020/21	2021/22	Information
Code	Description					
Grants						
4663	Citizens Advice Bureau	6620	7000	7000	7000	
4665	Keep Mobile	1200	1000	1000	1000	
4667	ARC	5000	5500	5500	5000	
	Revitalise		382	382	382	
	Link Visiting Scheme				1000	
Service Level Agreement					Grant	
4661	Readibus	18761	19211	19211	19422	
Total		31581	33093	33093	33804	
Income		Actual	Estimate	Revised Est	Estimate	
		2019/20	2020/21	2020/21	2021/22	Information
Code	Description					
Total		0	0	0	0	
Net		31581	33093	33093	33804	

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Sukru Soydas

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
La'De Kitchen, 61-63 Crockhamwell Rd, Woodley,			
Post town	Reading	Postcode	RG5 3JP
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£	42,500.00

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
- i as a limited company/limited liability partnership please complete section (B)
- ii as a partnership (other than limited liability) please complete section (B)
- iii as an unincorporated association or please complete section (B)
- iv other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
 statutory function or
 a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname Sukru			First names Soydas		
Date of birth [REDACTED]		I am 18 years old or over <input checked="" type="checkbox"/> Please tick yes			
Nationality British					
Current residential address if different from premises address		[REDACTED]			
Post town	London			Postcode	[REDACTED]
Daytime contact telephone number		[REDACTED]			
E-mail address (optional)		[REDACTED]			
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
2	4	12 2020

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

This is a restaurant located within an open-air shopping centre.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

Skip to Page 15

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for <u>consumption – please tick</u> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	11:00	23:00	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 5) Sales of alcohol on & off the premises including deliveries with food orders.		
Tue	11:00	23:00			
Wed	11:00	23:00			
Thur	11:00	23:00		<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 6)	
Fri	11:00	23:00			
Sat	11:00	23:00			
Sun	11:00	23:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	Sukru Soydas	
Date of birth	[REDACTED]	
Address	[REDACTED]	
Postcode	[REDACTED]	
Personal licence number (if known)	[REDACTED]	
Issuing licensing authority (if known)	London Borough of Enfield	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	11:00	23:00	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Tue	11:00	23:00	
Wed	11:00	23:00	
Thur	11:00	23:00	
Fri	11:00	23:00	
Sat	11:00	23:00	
Sun	11:00	23:00	

M

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

The Licensee, that is the person in whose name the premises licence is issued, shall ensure that all times when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder. The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons. Records will be kept of training and refresher training.

b) The prevention of crime and disorder

Any incidents of a criminal nature that may occur on the premises will be reported to the Police. The Licensee will install comprehensive CCTV coverage at the premises and it is operated and maintained at the premises. The CCTV system shall conform to the following points:

1. Cameras must be sited to observe the entrance and exit doors both inside and outside.
 2. Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.
 3. Cameras viewing till areas must capture frames not less than 50% of screen.
 4. Cameras overlooking floor areas should be wide angled to give an overview of the premises.
 5. Be capable of visually confirming the nature of the crime committed.
 6. Provide a linked record of the date, time and place of any image.
 7. Provide good quality images –colour during opening times.
 8. Operate under existing light levels within and outside the premises.
 9. Have the recording device located in a secure area or locked cabinet.
 10. Have a monitor to review images and recorded picture quality.
 11. Be regularly maintained to ensure continuous quality of image capture retention.
 12. Have signage displayed in the customer area to advise that CCTV is in operation.
 13. Digital images must be kept for 31 days.
 14. Police will have access to images at any reasonable time.
 15. The equipment must have a suitable export method, e.g. CD/DVD writer so that the police can make an evidential copy of the data they require. This data should be in the native file format, to ensure that no image quality is lost when making the copy, if this format is non-standard (i.e. manufacturer proprietary) then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the police on a standard computer. Copies must be made available to Police on request.
-

c) Public safety

Appropriate fire safety procedures are in place including fire extinguishers, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting (see enclosed plan for details of locations). All appliances are inspected annually. All emergency exits shall be kept free from obstruction at all times.

d) The prevention of public nuisance

All customers will be asked to leave quietly. Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours.

e) The protection of children from harm

The licensee and staff will ask persons who appear to be under the age of 25 for photographic ID such as proof of age cards, the Connexions Card and Citizen Card, photographic driving licence or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth of bearer. All staff will be trained for UNDERAGE SALES PREVENTION regularly. A register of refused sales shall be kept and maintained on the premises.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).


IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.


Part 4 – Signatures (please read guidance note 11)



Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none">• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or
--------------------	---

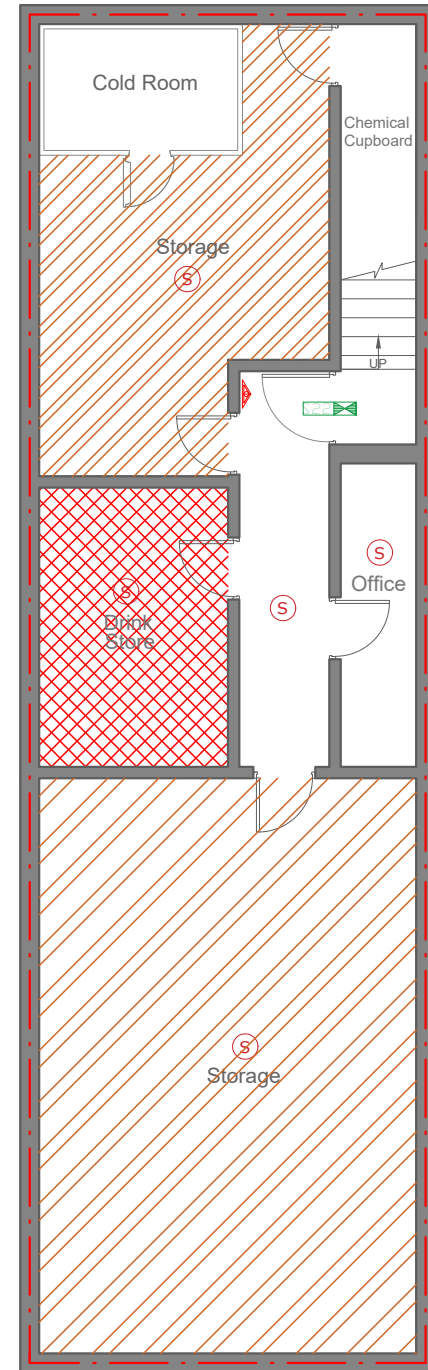
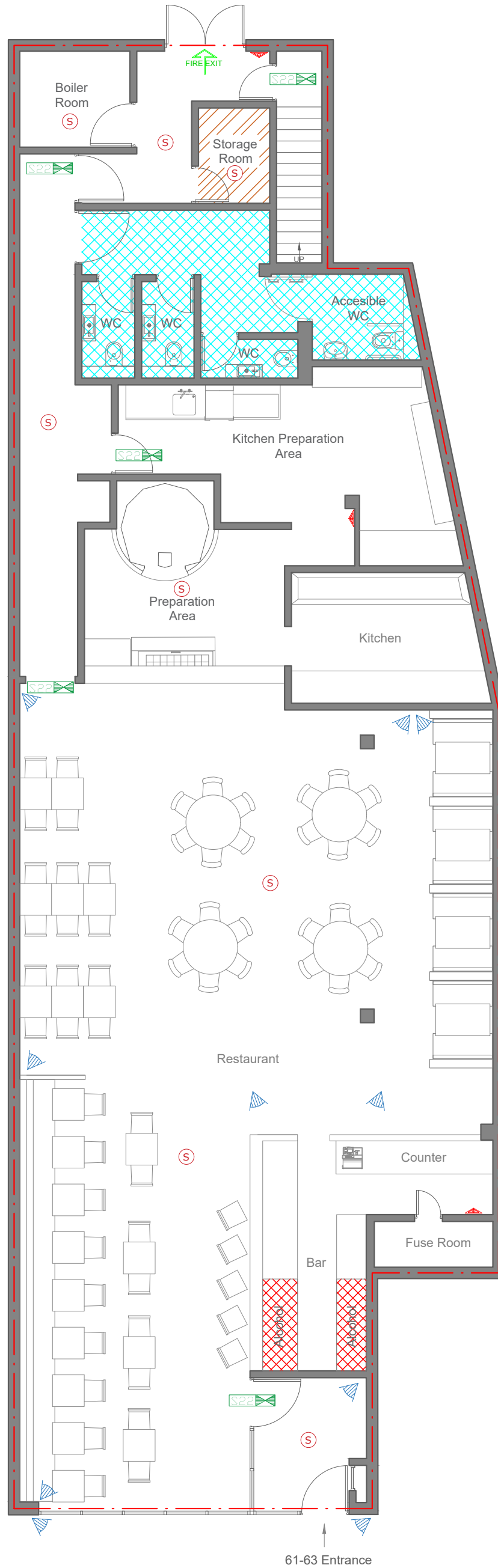
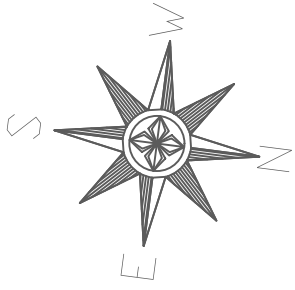
	her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	30.11.2020
Capacity	AGENT FOR THE APPLICANT

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	27/11/2020
Capacity	Agent for The Applicant

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Besim Hajdini			
ADA GROUP, 453 West Green Road			
Post town	Haringey	Postcode	N15 3PW
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
			

- Notes**
- 1- This drawing is not for construction
 - 2- All dimensions are to be checked on site and the architect is to be informed of any discrepancies before construction commences.
 - 3- All references to drawings refer to current revision of that drawing.
 - 4- The drawings are ADA GROUP property and should not be copied, reproduced or disclosed without written permission.



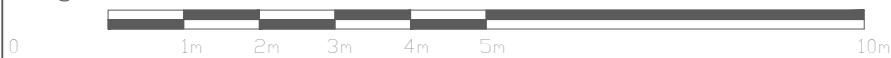
DRAWING SYMBOL KEY

- AMBIT OF PREMISES
- ALCOHOL
- STORAGE
- WC AREA
- SMOKE DETECTOR
- CCTV
- INTERNALLY ILLUMINATED FIRE ESCAPE SIGN
- FIRE EXTINGUISHER

ADDRESS
61-63 Crockhamwell Road, Woodley, Wokingham, RG5 3JP.

SHEET
1/1

SCALE
1/100 @A3



DATE
25/11/2020

REFERENCE
CR-2511-GFP

NAME
28
Ground Floor Plan

REV

V1

ADA Group
453 West Green Rd.
London N15 3PW
info@adagroup.org.uk
0208 881 7466



Berkshire West Joint Health and Well-Being Strategy
Public Engagement Survey

1. How important do you think each of the potential priorities are to helping you and your community to live happier and healthier lives?

	Extremely important	Very important	Somewhat important	Not so important	Not at all important
Stop unfair differences in health between different groups of people					
Help vulnerable people to live healthy lives					
Help families and young children in early years					
Help people who are addicted to substances i.e. smoking, alcohol or drugs					
Good health and well-being at work					
Physically active communities					
Help households with significant health needs					
Extra support for anyone who has been affected by mental or physical trauma in childhood					
Build strong, resilient and socially connected communities					
Good mental health and wellbeing for all children and young people					
Good mental health and wellbeing for all adults					

- How would you rank the potential priorities in order of importance from 1 to 11, with 1 being the most important?

You can also mark a potential priority as N/A if you don't think it is important at all and don't want to include it in your ranking.

	Ranking in order of importance
Stop unfair differences in health between different groups of people	
Help vulnerable people to live healthy lives	
Help families and young children in early years	
Help people who are addicted to substances i.e. smoking, alcohol or drugs	
Good health and well-being at work	
Physically active communities	
Help households with significant health needs	
Extra support for anyone who has been affected by mental or physical trauma in childhood	
Build strong, resilient and socially connected communities	
Good mental health and wellbeing for all children and young people	
Good mental health and wellbeing for all adults	

- Are there any other priorities you think we should consider including in the draft Strategy that we haven't mentioned in the previous question?

Yes / No

- Please tell us what priorities you would like to see included and why.

How much change within these potential priorities do you think is needed within your local community to make your lives happier and healthier?

5. Stop unfair differences in health between different groups of people

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

6. Help vulnerable people to live healthier lives

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

7. Help families and young children in early years

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

8. Help people who are addicted to substances i.e. smoking, alcohol or drugs

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

9. Good health and well-being at work

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

10. Physically active communities

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

11. Help households with significant health needs

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

12. Extra support for anyone who has been affected by mental or physical trauma in childhood

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

13. Build strong, resilient and socially connected communities

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

14. Good mental health and well-being for all children and young people

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

15. Good mental health and well-being for all adults

No change / Some change / Significant change / Don't know

Please tell us the reason for your response, including details of any changes you think are needed.

The remaining survey questions ask about the personal healthcare experiences of the respondent and are not relevant to the Town Council.

NEWS RELEASE

APPENDIX 14



**WOKINGHAM
BOROUGH COUNCIL**

Date: 8 December 2020

Issue No: 265/20

Version: 0.1

PLANNING ENFORCEMENT IN WOKINGHAM BOROUGH

Wokingham Borough Council is committed to protecting the borough and ensuring development is of the highest quality and located in the right places.

Planning enforcement is the council's key tool for protecting our towns and villages, countryside and open spaces, and is a high priority for the Council. The council has this year put more resources into planning enforcement to 'fight the battle' and it's paying off.

We have visited hundreds of sites across the borough this year and have resolved over 600 cases. The number of enforcement notices issued has nearly tripled from 12 in 2019 to 35 so far in 2020. Along with this has come a successful record of winning enforcement appeals.

"We know that protecting the borough is something our residents will always fight hard for, and we've put more resources into planning enforcement to do just that. The numbers speak for themselves. It's great to see the enhanced team working on breaches of planning control and serving enforcement notices when needed. We can't do it alone though – we need our residents to be our eyes and ears and keep reporting what they see," said Cllr Wayne Smith, executive member for planning and enforcement.

The council has recently been successful enforcing against unauthorised development in the countryside at The Coombes woodland, following decisions from the Planning Inspectorate that supported the council in servicing enforcement notices.

This popular area of countryside is a designated ancient woodland and as well as having a Tree Preservation Order, it is also an important local geological and wildlife site. Since 2018 it has seen unauthorised development with small plots marketed as potential development sites and sold at auction – threatening to destroy its special and unique character.

-MORE-

“Around 90% of our enforcement notices end up at appeal and these appeals in The Coombes have been important successes for us. We hope the Planning Inspectorate continues to support us to protect sensitive areas like this across the borough,” added Cllr Wayne Smith.

What are we doing to protect the borough?

Each year around 700 suspected planning breaches are reported to the council and investigated by a team of officers. To manage this we have directed more resources into this area which we know is important to our residents.

Only approximately 50 percent of cases reported to us are breaches of planning control. When we do have a breach, we take a pragmatic approach to try and help the breach become compliant by either having the breach removed or by having the person involved submit a planning application. It is only for the remaining unacceptable breaches where the council will serve enforcement notices.

Not afraid to get tough when it counts – when it’s unacceptable and there is real harm caused -- the council takes a zero tolerance approach by issuing an enforcement notice. Many of these notices are appealed to the national Planning Inspectorate. The council has a £630,000 ‘fighting fund’, approved last year, to help defend these notices at appeal but this does cause delay in being able to address the breaches. If an enforcement notice is served and is not complied with, this can lead to court action and fines.

What can you do?

Be our eyes and ears: Be on the lookout while you are out and about. It could be on a walk down the local footpath in the countryside that you will see something that should not be there.

Do your research: Planning rules can often be full of confusing jargon, but there are places you can look to find out whether something you see is appropriate or unauthorised.

- Look at our website for [more information on planning enforcement](#), including our [Local Planning Enforcement Plan](#).
- Use the [online planning applications map](#) to look for current or previous applications on the site you have seen
- Learn more about what does and what does not need planning permission on the [interactive house on the planning portal website](#).

-MORE-

Report it: If you think there has been a planning breach then [report it via the website](#).

What happens next?

The investigation: Each report is assigned to a planning enforcement officer to investigate. If there is no planning breach then the case will be closed or passed to another team if for example it is something such as a highway matter that needs to be dealt with.

If there is a breach: The case can either be negotiated to get an acceptable outcome, such as through retrospective planning permission, or it may be an unacceptable level of harm caused and require an enforcement notice to be served.

Find out more about planning enforcement by going to our website www.wokingham.gov.uk and searching 'planning enforcement'.

- ENDS -

ENFORCEMENT NOTIFICATIONS - 5 January 2021

Pitts Works, Colemans Moor Road

Unlawful activities associated with residential development

38 & 40 Wheble Drive

Unauthorised fencing of amenity land

16 Mitchell Way

Erection of fence on highway land

ENFORCEMENT CLOSURES - 5 January 2021

181 Headley Road East

Unauthorised fence and tree works

Application submitted

65 Quentin Road

Unauthorised large deep excavation to front of dwelling

Application submitted

35 Harvard Close

Window not frosted/opaque but transparent glass. Privacy invasion

No breach