



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); D. Bragg; J. Cheng; C. Jewell; M. Nagra;
S. Rahmouni; J. Sartorel; R. Skegg; B. Soane;

NOTICE IS HEREBY GIVEN that a meeting of the Planning and Community Committee will be held at the Oakwood Centre at 7:45 pm on Tuesday 26 April 2022, at which your attendance is requested.

The Town Council reserves the right to record and broadcast this meeting. Anybody attending the meeting will, by virtue, consent to having their image and audio recorded for this purpose.

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 29 MARCH 2022** Page 5
To approve the minutes of the Planning and Community Committee meeting held on 29 March 2022 and for the Chairman to sign them as a true record.
4. **CURRENT PLANNING APPLICATIONS** Page 11
To consider current planning applications and agree comments to be forwarded to the planning authority. **(Appendix 4)**
5. **PLANNING DECISIONS** Page 13
To note information on decision notices received from the planning authority since the last meeting. **(Appendix 5)**

6. **PLANNING APPEALS**

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

- Application: 210688
Location: Land to the North East of Vauxhall Drive, Vauxhall Drive, Woodley, Wokingham, RG54EL
Proposal: Prior approval submission for the installation of a 20m high monopole supporting 6 no. antenna apertures and 4 no. 600mm transmission dishes, plus the installation of 8 no. ground-based equipment cabinets within a secured, fenced compound, and ancillary development thereto.

The Town Council submitted the following objections to this planning application on 25 March 2021:

“Woodley Town Council's Planning and Community Committee considered this application at their meeting of 23 March 2021 and strongly recommend refusal on the grounds that siting the telecommunications mast and ancillary equipment within Vauxhall Park will:

- Lead to the reduction of available green space for recreation and enjoyment;
- Impact on local biodiversity and wildlife;
- Compromise the safety of park users during construction;
- Dominate the local skyline and nearby dwarf trees and houses;
- Have a negative impact on a vital local amenity for residents;

The Committee would also like it to be noted that the Town Council responded to Wokingham Borough Council's draft Local Plan consultation in July 2020 to recommend Vauxhall Park, amongst other spaces, be designated as a Local Green Space in the Local Plan update currently under review. The Committee believe that approving this proposal would be contrary to this recommendation.”

Members are asked to consider whether they wish to make any additional comments, or modify/withdraw the Council's previous representation. All representations must be received by 12 May 2022.

7. **NEIGHBOUR CONSULTATION SCHEME**

This type of application only requires consultation with adjoining neighbours of the site.

To note application 221026:

- Location: Caversham Park, Peppard Road, Caversham, Reading, RG4 8TZ.
Proposal: Consultation from Reading Borough Council for the following proposal: Works associated with the redevelopment of Caversham Park to provide assisted living units including alterations to the main house and demolition of existing extensions. Works associated with the residential conversion of Bursars House, The Lodge and 2 Caversham Park Drive.

To note application 221025:

Location: Caversham Park, Peppard Road, Caversham, Reading, RG4 8TZ.

Proposal: Consultation from Reading Borough Council for the following proposal: Redevelopment of Caversham Park for 64 assisted living units (Class C2) for the over 55's through the conversion of Caversham Park House, 64 bed care home (Class C2), 61 age-restricted retirement dwellings, including conversion of the existing buildings Bursars House, The Lodge and 2 Caversham Park Drive (Class C3), 5 market dwellings (Class C3), 28 affordable dwellings (Class C3), and refurbishment and extension of the existing pavilion to provide changing facilities, café/studio and sports provision comprising 2 no. croquet lawns, 2 no. bowling greens, an additional tennis court, refurbishment of the existing tennis court and associated parking and landscaping following the demolition of extensions and associated outbuildings to the main house.

8. **TREE PRESERVATION ORDERS**

Applications for works to trees

This type of application does not require consultation.

To note application 220455:

Location: TPO 3/1951, WOODLAND 3: 147 Nightingale Road, Woodley, RG5 3LZ.

Proposal: T2, Beech – Crown reduction by 2-3m all round.

9. **APPLICATION FOR A NEW PREMISES LICENCE**

INDUS FRESH, SHOP 5, LODDON VALE CENTRE, WOODLEY, RG5 4UL

Notification of an application for a new premises licence for Indus Fresh, Shop 5, Loddon Vale Centre, Woodley has been received from Wokingham Borough Council, and comments requested. Details of the application are attached at **Appendix 9**. Responses are required by 9 May 2022.

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Members are asked to consider a response.

10. **TWYFORD NEIGHBOURHOOD PLAN**

Twyford Parish Council are consulting on their draft Neighbourhood Plan. Their Pre-Submission Plan (Regulation 14) Consultation and will run up to the 20th May 2022.

The draft Plan and supporting documents can be viewed at:

<http://www.twyfordparishcouncil.gov.uk/neighbourhood-plan/>

Members are asked to consider a response to the consultation.

11. **BULMERSHE SULV TREE PLANTING**

To note that an email has been received from Laura Buck, Wokingham Borough Council Tree Officer, regarding a site visit to the Bulmershe SULV due to take place on Tuesday 17th May - 1.30pm to 2:45pm.

The meeting point for the site visit will be Woodlands Avenue, Woodley, RG6 1FB (opposite the children's play area).

The purpose of the site visit is to walk the area and discuss proposals for tree planting, and also:

- To follow on from previous discussions in relation to the areas that may be suitable for tree planting including; informal footpath and associated planting next to the school fence and connecting to the Woodlands Avenue footpath/cycle way adjoining Addington School; reinstatement of Bulmershe Park Orchard; area B on attached plan to have additional planting adjoining 128 Church Road (potential for fruit trees in addition to hedgerow planting); gap filling along Woodlands Avenue; areas for successional tree planting.
- To discuss maintenance requirements for newly planted trees.
- To understand what measures need to be taken ahead of any planting and prior to the start of the next planting season (Oct/Nov) ie. cutting back/clearing.

Plans of the proposed tree planting, provided by WBC, are attached at **APPENDIX 11.**

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Councillor Jewell had been invited directly to the site visit. Other Members wishing to attend are advised to let Matthew Filmore, Committee Officer, know via email and he will inform Laura Buck.

12. **COMMUNITY SPEEDWATCH**

To receive an update from Cllr Bragg regarding the setup of the Town Council's Community Speedwatch Group.

13. **EARLEY STATION FOOTBRIDGE UPDATE**

To receive an update from the Chairman, Cllr Philip Wicks, regarding the Earley Station Footbridge project.

14. **COMMUNITY ISSUES**

To discuss and consider any recent community issues noted by Members.

15. **HIGHWAYS ISSUES**

To discuss and consider any recent highway issues noted by Members.

16. **PUBLICATIONS/INFORMATION**

To note receipt of the following:

- Me2 Club Newsletter – March 2022
- CCB Action for All eBullentin – April 2022

17. **FUTURE AGENDA ITEMS**

To consider suggestions for future agenda items.

18. **PUBLICITY/WEBSITE**

To consider suggestions for items to be publicised.

19. **ENFORCEMENT ISSUES**

a) To note the enforcement notifications listed in **Appendix 19a.**

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b) To note the enforcement case closures listed in **Appendix 19b.**

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Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 29 March 2022 at 7:45 pm

Present: *Councillors: J. Cheng (Chairman); D. Bragg; C. Jewell; S. Rahmouni; J. Sartorel; R. Skegg;*

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

Also present: *Cllr A. Heap; Cllr M. Forrer;
1 member of the public*

111. **APOLOGIES**

Apologies for absence were received from Councillors Nagra, Soane and Wicks.

112. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

113. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 1 MARCH 2022**

RESOLVED:

- ◆ That the minutes of the Planning and Community Committee meeting held on 1 March 2022 be approved and be signed by the Chairman as a true and accurate record.

114. **CURRENT PLANNING APPLICATIONS**

RESOLVED:

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

115. **PLANNING DECISIONS**

RESOLVED:

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

116. **TREE PRESERVATION ORDERS**

a) Applications for works to trees

RESOLVED:

- ◆ To note application 220630:
Location: TPO 0069/1976, T2 and T3: 12 Tiverton Close, Woodley, RG5 3BE.
Proposal: T1, Oak (T3 on TPO) - Crown lift to approx. 5m by removing secondary growth only where possible. Remove lowest limb growing towards property.
T2, Oak (T2 on TPO) - Crown lift to approx. 5m by removing secondary growth only where possible.

- ◆ To note application 220632:
Location: TPO 0256/1984: 18 Mannock Way, Woodley, RG5 4XW.
Proposal: T1 Silver Birch – Crown Reduction, reduce by approximately 20% of leaf area (this equates to the removal of up to approximately 2m of the radial crown spread and the removal of up to approximately 2-2.5m of the height), see photo for approx. crown outline after the reduction.
T2 Oak - Prune back low large stub, located on the East side at approximately 3.5-4m, to an appropriate pruning point - to the U- shaped union.

117. **b) TPO Confirmations**

RESOLVED:

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

TPO 1849/2022 – West side of Perimeter Road, Woodley, RG5

W1 – All deciduous tree species - Located north of 8 Mollison Close, along west side of Perimeter Road to south of 15 Mollison Close, Woodley, RG5.

W2 – All deciduous tree species. Pine (pinus spp) - Located north of 8 Constable Close, along west side of Perimeter Road to south of 24 Constable Close, Woodley, RG5.

W3 – All deciduous tree species. Pine (pinus spp) - Located east of 25 Constable Close, along west side of Perimeter Road and to south of 35 Constable Close, Woodley, RG5.

118. **EARLEY STATION FOOTBRIDGE UPDATE**

Members discussed the options for the repair or replacement of the Earley Station footbridge, as set out by Wokingham Borough Council. Members commented that full consultation with potential users, especially those who would need to use the ramps, should take place to understand if the length of the proposed new ramps would be a barrier to its use.

RESOLVED:

- ◆ To note the update from Cllr Wicks regarding the Earley Station Footbridge project, as given in the agenda.

119. **WOODFORD PARK PLAY AREA – PLANNING APPLICATION**

RESOLVED:

- ◆ To note that the Town Council has submitted the following planning application in respect of the new Woodford Park destination play area:

Reference: 220770

Location: Woodford Park/Memorial Ground, Headley Road, Woodley, Wokingham

Proposal: Full application for the proposed installation of a children’s play/slide unit of 6.8 metres in height.

Deadline: 7 April 2022

120. **WOKINGHAM BOROUGH COUNCIL HACKNEY CARRIAGE FARES CONSULTATION - OUTCOMES**

RESOLVED:

- ◆ To note the outcome of the Wokingham Borough Council’s consultation relating to proposed Hackney Carriage Fare increases, as given in the agenda.

121. **COMMUNITY ISSUES**

Councillor Bragg provided an update on the Community Speedwatch project.

Councillor Bragg advised that he has yet to be contacted by Thames Valley Police to be set up as a group coordinator and undertake the required training. He advised Members that he has reviewed the Speedwatch data collated in 2018 from five roads in Woodley. His initial plan is to locate the Council's data logger on a number of roads around Woodley, for a week at a time, to collect up to date data. Councillor Bragg also confirmed that nine Community Speedwatch signs would need to be installed, covering all the roads which enter Woodley, in order for Speedwatch activities to be valid.

Nine volunteers are currently on hold to assist with the Council's Community Speedwatch group, all of which would need to undertake and pass the relevant Thames Valley Police training. Councillor Bragg advised that Speedwatch locations need to provide an escape route where volunteers can avoid any car which might potentially veer off the highway.

Councillor Skegg recommended that the Council considers its presence at the Woodley Carnival with a view to being seen as a hub for community groups and activities. The Deputy Town Clerk confirmed he would feed this back into discussions.

122. **HIGHWAYS ISSUES**

Councillor Jewell advised members that, after years of concerns over speeding and poor signage on Reading Road, she has been communicating with Wokingham Borough Council who have agreed to install a Vehicle Activated Speed (VAS) sign which provides a warning should drivers exceed 30 mph. She advised that this is due to be installed during the first quarter of the new financial year.

123. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - WBC Planning Policy Newsletter – March 2022
 - Me2 Club Newsletter – February 2022
 - Thames Valley Police Community Speedwatch Newsletter #3.
 - The Wokingham Volunteer Centre E-News – March 2022
 - CCB eBulletin – March 2022

124. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

125. **PUBLICITY/WEBSITE**

There were no suggestions for publicity or website items.

126. **ENFORCEMENT ISSUES**

RESOLVED:

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

The meeting closed at 8:32 pm

Woodley Town Council

Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 29 March 2022

Application No. & Address	Proposal
220209 124 Kingfisher Drive, Woodley, RG5 3LQ	Full application for the proposed subdivision of the site and erection of 1 no. 3 bedroom dwelling with detached garage and associated parking, following demolition of existing outbuildings.
<p>Observations: Members considered this application and their opinion was split. Councillor Jewell and Skegg believed the Committee should recommend that the application be refused as the development was out of keeping and out of character with the street scene. Following a vote, Members determined to submit no objections to the application.</p> <p>For: 3 Against: 2 Abstain: 0</p>	
220470 4 Frampton Close, Woodley, RG5 3BS	Householder application for a single storey rear extension for sitting room.
<p>Observations: No objections.</p>	
220535 92 Loddon Bridge Road, Woodley, RG5 4AN	Application to remove condition 9 of planning consent 211870 for the proposed subdivision of the site and erection of a 3 no. bedroom dwelling with associated parking and shared access, following demolition of existing rear outbuilding. Condition 9 refers to the protection of trees and it is proposed that this condition is removed and the works carried out in accordance with the submitted landscape plan.
<p>Observations: The Planning & Community Committee considered this application and recommended that it be refused on the grounds that there is not justifiable reason to remove condition 9 from the original planning consent (application 211870).</p>	
220547 5 Seaford Gardens, Woodley, RG5 3LN	Householder application for the proposed conversion of garage to create habitable accommodation, changes to fenestration plus erection of front porch with canopy.
<p>Observations: The Planning & Community Committee considered this application and, whilst they had no objections to the development, were concerned that there may be a lack of on-site / off street parking were the property to have 5 bedrooms.</p>	
220550 55 South Lake Crescent, Woodley, RG5 3QN	Full application for the proposed erection of 1no. 4 bedroom dwelling, with associated parking and amenity space.
<p>Observations: The Planning & Community Committee considered this application and had no objections, but requested that a condition be added to ensure that the hedge running along the eastern boundary of the property be maintained in order to retain sufficient separation between this new property and the neighbouring bungalows on The Close.</p>	

220599 Units 1, 2 and 3, 59 Crockhamwell Road, Woodley, RG5 3JP	Full application for the proposed changes to first floor fenestration on commercial units 1, 2 and 3.
Observations: No objections.	
220623 39 Norton Road, Woodley, RG5 4AJ	Householder application for the proposed erection of a two storey side extension and part garage conversion following demolition of the existing rear extension and detached outbuilding, including changes to fenestration.
Observations: No objections.	
220637 15 Keats Close, Woodley, RG5 3QF	Householder application for the proposed erection of a single storey front extension and garage conversion with a new pitched roof.
Observations: No objections.	
220646 80 Malone Road, Woodley, RG5 3NJ	Householder application for the proposed single storey rear extension and single storey side extension with 3No roof lights to include changes to fenestration.
Observations: No objections.	
220712 74 Howth Drive, Woodley, RG5 3EG	Householder application for the erection of a single storey side/rear extension and partial conversion of garage facilitated by changes to fenestration (Retrospective).
Observations: The Planning & Community Committee considered this application and have no objections, on the condition that the extension is ancillary to the domestic use of the property.	
220751 2 Oak Drive, Woodley, Berkshire, RG5 4BA	Application to vary condition 2 of planning consent 182305 for the proposed erection of single storey rear extension and first floor side extension to existing dwelling. Condition 2 relates to approved details and the variation is to increase the height of the first floor side extension to align with the main roof height.
Observations: The Planning & Community Committee considered this application and whilst they had no objections, they were unhappy that this application appears to have been submitted retrospectively to the works taking place.	
220758 3 Kingfisher Drive, Woodley, RG5 3LG	Householder application for proposed part two storey rear extension part first storey side extension above garage with associated fenestration.
Observations: The Planning & Community Committee considered this application and, whilst they had no objections, there was a concern about the potential loss of amenity space.	

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Woodley Town Council

PLANNING APPLICATIONS

Application No. & Address	Proposal
220283 21 Vauxhall Drive, Woodley, RG5 4EA	Householder application for the proposed single storey front and two storey rear extension.
220617 15 Wroxham Road, Woodley, RG5 3AX	Householder application for the proposed erection of a single storey front extension to create a porch, erection of a single storey rear extension, conversion of loft to create habitable accommodation and the insertion of 1 no. front dormer and 1 no. rear dormer, plus the insertion of 2 no. rooflights and 1 no. Juliet balcony to rear.
220659 4 Woodland Close, Woodley, RG5 4FG	Full application for the proposed change of use of amenity land to residential and construction of new boundary wall to side of property.
220866 1 Dunbar Drive, Woodley, RG5 4HA	Full application for the proposed change of use of amenity land to residential and construction of new boundary wall to side of property.
220867 67 South Lake Crescent, Woodley, RG5 3QN	Householder application for the proposed erection of a single storey side extension and changes to fenestration, following demolition of existing lean-to.
220894 24 Redwood Avenue, Woodley, RG5 4DR	Householder application for the proposed erection of a part single storey, part two storey side/rear extension, following demolition of existing garage.
220899 239 Loddon Bridge Road, Woodley, RG5 4BN	Householder application for the proposed erection of a single storey side extension, single storey rear extension, conversion of garage to habitable space and changes to fenestration.
220934 Loddon Vale House, Hurricane Way, Woodley, RG5 4UX	Full application for the proposed erection of a three storey linked extension to the east wing of existing building to provide 2no residential dwellings.
220975 Unit 9 Base 329, Headley Road East, Woodley, RG5 4AZ	Application to vary condition 2 of application 213913 for the proposed change of use from Class E(g)(iii) research and development to Class E(e) veterinary practice, plus associated external alterations including installation of air transfer grilles and air conditioning units (chiller units), infilling of roller shutter door and insertion of new fenestration. Condition 2 refers to the approved details and the variation is to allow repositioning of the ventilation system in an area adjacent to the building.
221036 55 Rowan Drive, Woodley, RG5 4LN	Householder application for the proposed single storey side extension forming garage.
221052 25 Woodlands Avenue, Woodley, RG5 3HN	Householder application for the proposed erection of a pitched roof front canopy, erection of new porch, single storey rear extension, loft conversion to create habitable accommodation, insertion of 3no. rooflights and 5no. dormers, plus hip to gable roof extension, following demolition of existing outbuilding to the rear.

221116 78 Bruce Road, Woodley, RG5 3DZ	Householder application for the proposed garage conversion into habitable space, single storey front extension, part two storey part first storey side extension above existing garage, and associated changes to fenestration.
221144 14 Godstow Close, Woodley, RG5 4LE	Householder application for the proposed garage conversion into habitable space and associated changes to fenestration.
221146 163 Colemans Moor Road, Woodley, RG5 4DB	Householder application for the proposed erection of a single storey rear extension.
221165 6 Hanwood Close, Woodley, RG5 3AB	Householder application for the erection of a first floor rear extension. (Retrospective)
221172 28 Bruce Road, Woodley, RG5 3DZ	Householder application for the proposed erection of a double storey side extension and single storey rear extension. Demolition of garage - adjustment to hard standing following planning application approval 214113
221193 232 Loddon Bridge Road, Woodley, RG5 4BS	Householder application for the proposed erection of a single storey rear extension, including the demolition of the existing external shed.

Woodley Town Council

PLANNING DECISIONS

REFUSED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
220373 60 Bruce Road, Woodley, RG5 3DZ	Householder application for the proposed development of single storey side extensions.
220459 190 Fairwater Drive, Woodley, RG5 3JF	Householder application for the proposed erection of a single storey front extension, two storey side extension and the insertion of 1no. sun tunnel to existing roof.

REFUSED – ENDORSING TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
220206 6 Brunel Drive, Woodley, RG5 4PW	Householder application for the proposed raising of the roof to facilitate conversion of the loft to habitable accommodation, erection of single storey front and rear extensions, raising of part of existing flat roof to side and installation of 5 no. rooflights, plus changes to fenestration including installation of 2 no. Juliet balconies to rear.
220256 Land adjacent to, 12 Constable Close, Woodley, RG5 4US	Full application for the proposed erection of 1 no. 3 bedroom dwelling with associated parking.

APPROVED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
220267 Twin Oaks, Western Avenue, Woodley, RG5 3BH	Householder application for the proposed erection of a single storey front extension, single storey rear extension following demolition of existing conservatory, part garage conversion to create habitable accommodation, plus the insertion of 9no. roof lights, 1no. balcony, solar panels and changes to fenestration.
220272 5 Selcourt Close, Woodley, RG5 3AS	Householder application for the proposed conversion of existing garage facilitated by changes to fenestration, erection of a single storey side/rear extension, plus alterations to existing single storey rear extension.

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
220284 16 Crockhamwell Road, Woodley, RG5 3LF	Householder application for the proposed garage conversion to habitable space. (Retrospective)
220353 15 Malvern Close, Woodley, RG5 4HL	Householder application for the partial conversion of the existing garage and the erection of a single storey side extension, with changes to fenestration.

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION Continued...

220599 Units 1, 2 and 3, 59 Crockhamwell Road, Woodley, RG5 3JP	Full application for the proposed changes to first floor fenestration on commercial units 1, 2 and 3.
220623 39 Norton Road, Woodley, RG5 4AJ	Householder application for the proposed erection of a first floor side extension and part garage conversion following demolition of the existing rear extension and detached outbuilding, including changes to fenestration.
220637 15 Keats Close, Woodley, RG5 3QF	Householder application for the proposed erection of a single storey front extension and garage conversion with a new pitched roof.
220751 2 Oak Drive, Woodley, RG5 4BA	Application to vary condition 2 of planning consent 182305 for the proposed erection of single storey rear extension and first floor side extension to existing dwelling. Condition 2 relates to approved details and the variation is to increase the height of the first floor side extension to align with the main roof height.

RB Retail & Licensing Services Limited 11 APR 2022

23 Magister Drive, Lee on the Solent, Portsmouth, PO13 8GE.

Tel; 07771 540066, Fax; 02392 556886.

Email; info@RBRLS.co.uk, Website; www.alcohol-licence-services.co.uk

11th April 2022

FOR THE ATTENTION OF THE LICENSING OFFICER

Dear Wokingham Borough Council Licensing Officer,

**Re: Licensing Act 2003 – Application for a new
Premises Licence**

We enclose our client's application (Indus Fresh. Shop 5, Loddon Vale Centre, Woodley. RG5 4UL). We trust you will find that everything is in order. We can confirm that copies of the application bundle have also been served on the responsible authorities.

However, should you have any queries with regard to this matter would you please contact us in the first instance rather than reject or return the application.

It may be that we can speedily resolve any query for you by this method.

Please may we have a receipt for the local authority fee included with this application.

Thanking you in anticipation

Yours faithfully

Richard Baker

For and on behalf of RB Retail & Licensing Services Limited

CC. Responsible Authorities

Enclosures:

Application for a Premises Licence

DPS consent form

Copy notice

Scale Plan - 1:100

Proof of a right to work in the UK

Fee - to be paid by card

Company registration number - 7390457

Registered Office - RB Retail & Licensing Services Limited, The Oakley, Kidderminster Road, Droitwich, Worcestershire, WR9 9AY.

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

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 INDUS FRESH LIMITED

(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 detail

Postal address of premises or, if none, ordnance survey map reference or description			
INDUS FRESH SHOP 5 LODDON VALE CENTRE			
Post town	WOODLEY	Postcode	RG5 4UL

Telephone number at premises (if any)	0118 996 1825
Non-domestic rateable value of premises	£16250

Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | | |
|--|--------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | X | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |
| e) the proprietor of an educational establishment | <input type="checkbox"/> | please complete section (B) |

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

- 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 type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town			Postcode		
Daytime contact telephone number					
E-mail address (optional)					
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)					

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		<input type="checkbox"/>	Please tick yes
Nationality					
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)					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name INDUS FRESH LIMITED
Address 2 HURRICANE WAY WOODLEY READING RG5 4UX
Registered number (where applicable) 12587447
Description of applicant (for example, partnership, company, unincorporated association etc.) LIMITED COMPANY
Telephone number (if any)
E-mail address (optional) INFO@INDUSFRESH.CO.UK

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
1	0	052022

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)

THE PREMISES IS A CONVENIENCE STORE SPECIALISING IN OFFERING A WIDE RANGE OF VARIOUS ASIAN GROCERY PRODUCTS INCLUDING FRESH, AMBIENT & FROZEN LINES ALL DESIGNED TO SERVE THE LOCAL COMMUNITY.

THE APPLICANT WISHES TO EXTEND THEIR RANGE TO INCLUDE A MODEST RANGE OF SPECIALISED LICENSED PRODUCTS TO SUIT THE CUSTOMER PROFILE IN KEEPING WITH THE GROCERY PRODUCTS OFFERED.

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

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption -- please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input checked="" type="checkbox"/>
			Both	<input type="checkbox"/>	
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	07.00	22.00			
Tue	07.00	22.00			
Wed	07.00	22.00			
Thurs	07.00	22.00			
Fri	07.00	22.00			
Sat	07.00	22.00			
Sun	07.00	22.00			
			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 (please read guidance note 6)		

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 Mr. VENKATESHWAR REDDY PATEL	
Date of birth: 07/02/1978	
Address 2 HURRICANE WAY WOODLEY	
Postcode	RG5 4UX
Personal licence number (if known) PL1708	
Issuing licensing authority (if known) WOKINGHAM BOROUGH COUNCIL	

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

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).
NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	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 (please read guidance note 6)
Mon	07.00	22.00	
Tue	07.00	22.00	
Wed	07.00	22.00	
Thur	07.00	22.00	
Fri	07.00	22.00	
Sat	07.00	22.00	
Sun	07.00	22.00	

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

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)

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Wokingham Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and timestamping.
2. Copies of recordings will be provided upon reasonable request to Licensing Police Officers or any appropriate officer of a responsible authority.
3. During the hours of operation of the premises, the licence holder shall ensure sufficient measures are in place to remove and prevent litter or waste arising or accumulating from customers in the area immediately outside the premises.
4. No super-strength beer, lagers or ciders of 6.5% ABV (alcohol by volume) or above shall be sold at the premises, except for premium beers and ciders supplied in glass bottles as per prior approval of the Police in writing.
5. All spirits will be displayed from behind the counter and there will be no self-service of spirits.
6. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be immediately available for inspection at the premises by the police or an authorised officer of the City Council at all times whilst the premises is open.
7. All tills shall automatically prompt staff to ask for age verification identification when presented with an alcohol sale.
8. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
9. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.
10. The Premises Licence Holder shall ensure that all staff employed at the premises whose duties include the sale or supply of alcohol shall undertake and complete a relevant programme of internal training prior to them being authorised to sell or supply alcohol. The premises licence guidance manual will be the basis of alcohol sales training. Records of the training programme shall be maintained and made available to authorised Officers upon request.
11. Alcohol Refresher training will be undertaken in writing at least annually for all serving staff.

b) The prevention of crime and disorder

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Wokingham Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and timestamping.
2. Copies of recordings will be provided upon reasonable request to Licensing Police Officers or any appropriate officer of a responsible authority.
3. No super-strength beer, lagers or ciders of 6.5% ABV (alcohol by volume) or above shall be sold at the premises, except for premium beers and ciders supplied in glass bottles as per prior approval of the Police in writing.
4. All spirits will be displayed from behind the counter and there will be no self-service of spirits.

c) Public safety

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Wokingham Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and timestamping.
2. Copies of recordings will be provided upon reasonable request to Licensing Police Officers or any appropriate officer of a responsible authority.

d) The prevention of public nuisance

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Wokingham Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and timestamping.
2. Copies of recordings will be provided upon reasonable request to Licensing Police Officers or any appropriate officer of a responsible authority.
3. During the hours of operation of the premises, the licence holder shall ensure sufficient measures are in place to remove and prevent litter or waste arising or accumulating from customers in the area immediately outside the premises.
4. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

e) The protection of children from harm

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

1. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be immediately available for inspection at the premises by the police or an authorised officer of the City Council at all times whilst the premises is open.
2. All tills shall automatically prompt staff to ask for age verification identification when presented with an alcohol sale.
3. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
4. The Premises Licence Holder shall ensure that all staff employed at the premises whose duties include the sale or supply of alcohol shall undertake and complete a relevant programme of internal training prior to them being authorised to sell or supply alcohol. The premises licence guidance manual will be the basis of alcohol sales training. Records of the training programme shall be maintained and made available to authorised Officers upon request.
5. Alcohol Refresher training will be undertaken in writing at least annually for all serving staff.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. X
- I have enclosed the plan of the premises. X
- I have sent copies of this application and the plan to responsible authorities and others where applicable. X
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. X
- I understand that I must now advertise my application. X
- 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 X
- 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). X

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.

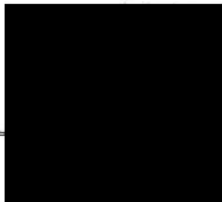
IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT 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

**LICENSING TEAM, WOKINGHAM BOROUGH COUNCIL,
SHUTE END, WOKINGHAM, RG40 1BN.**

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). I have seen a copy of his or her proof of entitlement to work, or have checked their online right to work check using the Home Office online right to work service which confirmed their right to work (please see note 15)
Signature	
Date	11 th APRIL 2022
Capacity	AGENT

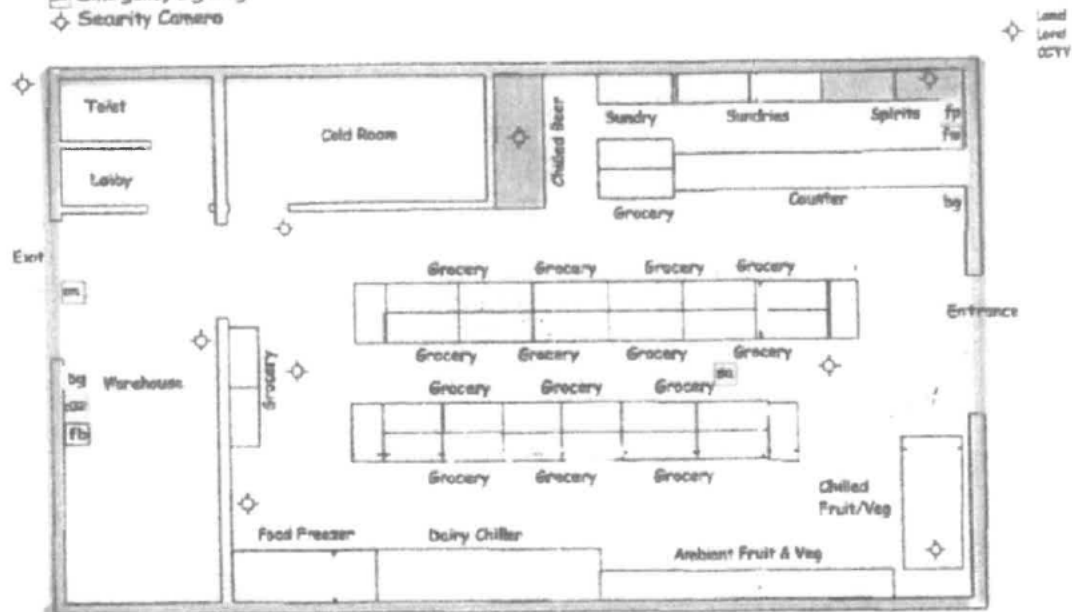
For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
RICHARD BAKER RB RETAIL & LICENSING SERVICES LIMITED 23 MAGISTER DRIVE LEE ON THE SOLENT			
Post town	PORTSMOUTH	Postcode	PO13 8GE
Telephone number (if any)	07771 540066		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
INFO@RBRLS.CO.UK			

Key

-  Fire Extinguisher - Water
-  Fire Extinguisher - CO2
-  Smoke Alarm
-  Break Glass
-  Fire Bell
-  Fire Panel
-  Emergency Lighting
-  Security Camera



Indus Fresh

Shop 5

Loddon Vale Centre

Woodley

RGS 4UL

Scale- 1:100

Drawing Reference; RB/1556

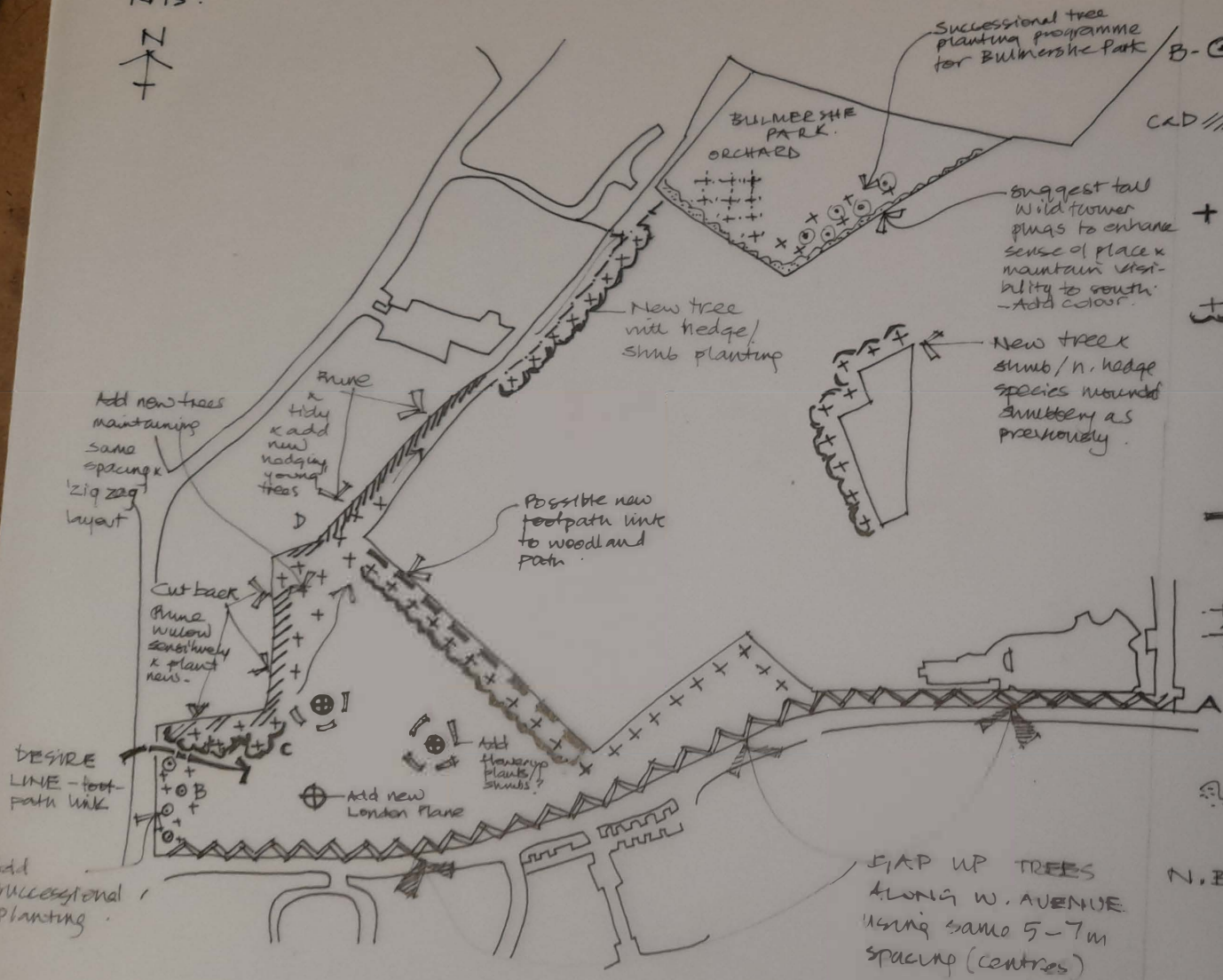
Drawn by: R Baker RB Retail &
Licensing Services Limited

8th April 2022

All retail selling areas to be licensed for alcohol display. Copyright— RB Retail & Licensing
Services Limited, 23 Magister Drive, Lee on the Solent, Portsmouth PO123 8GE,
Site dimensions to be used at all times

ENHANCEMENT PROPOSALS TO BULMERSHE P.O.S.

NTS.



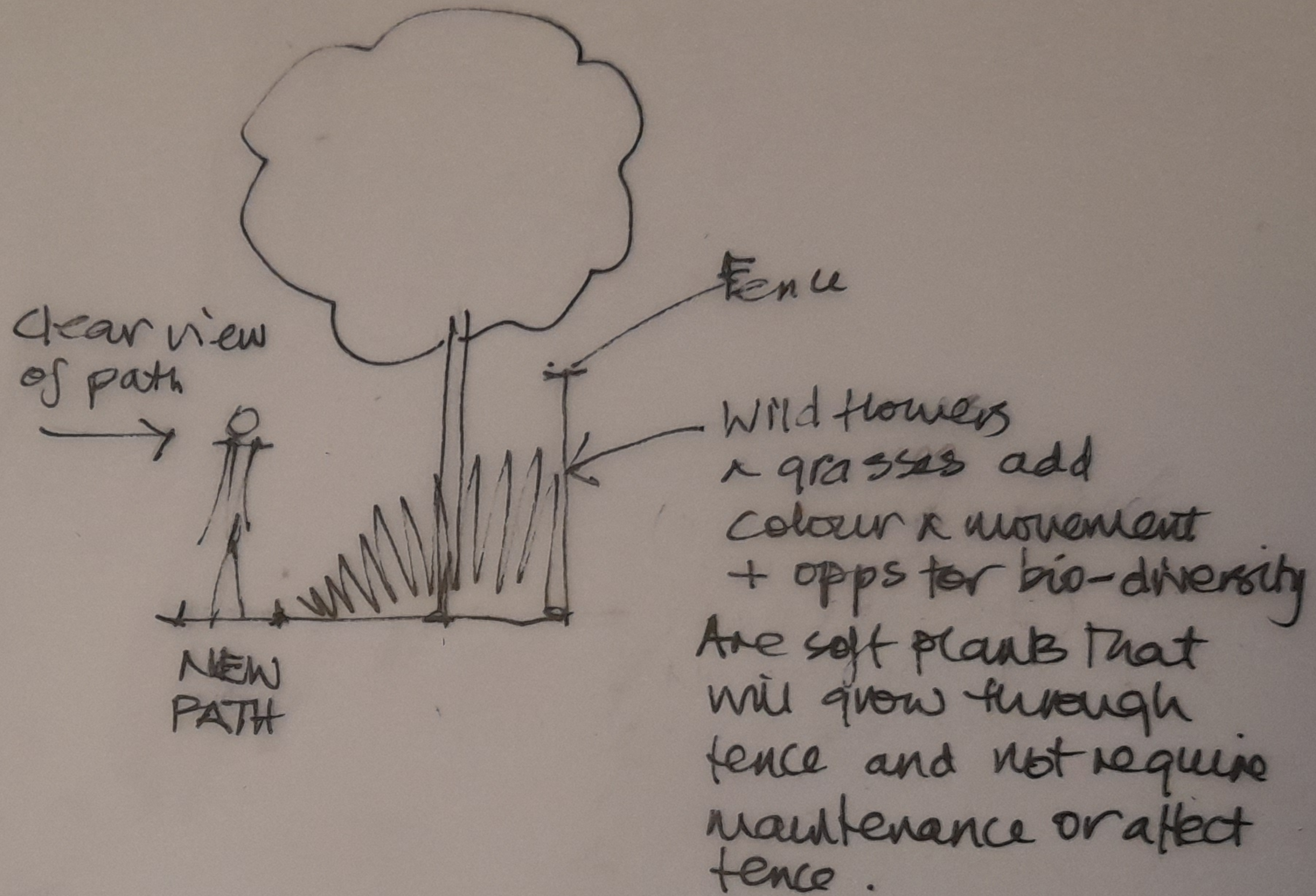
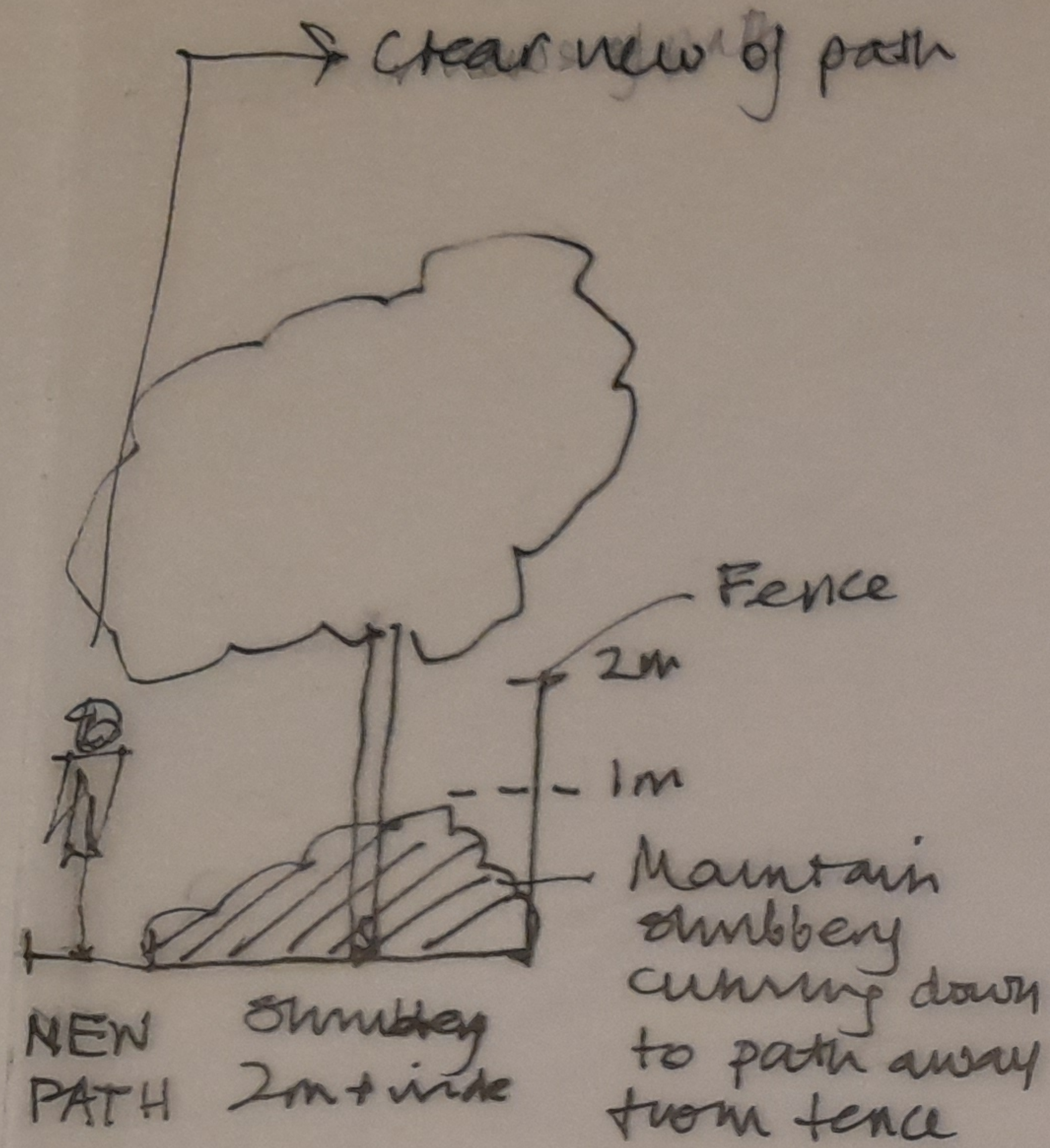
LEGEND

- AREAS
- A- - Trees along Woodlands Ave wrap up at similar 5-7m centres - Refer to plant list for species.
 - B- - Existing trees where successional planting is proposed.
 - C & D - Areas requiring pruning back and enhancement planting with native hedge transplants.
 - + - Areas requiring new tree planting - refer to species list.
 - New tree planting with native shrubbery consisting of traditional hedge & shrub species that are reliable flowering varieties - Maintain at 1m in areas close to pedestrian movement - Plant mix will enhance opps for bio-diversity & add colour.
 - Potential new footpath link to Woodland path leading to Bulmershe Park.
 - Bulmershe Park - Orchard to replace existing / enhance existing - base design on traditional orchard spacing trees 5m apart & manage grassland beneath as meadow with mown grass path.
 - Wild flowers -

WRAP UP TREES ALONG W. AVENUE USING SAME 5-7m SPACING (CENTRES)

N.B. This sketch is not scaled & drawn at A3, please note that features look closer because of the copied baseplan

SECTION SKETCHES - to show new footpath against the fence - options
 to ensure ease of maintenance & visibility (preventing
 opps for anti-social behaviour).



Tree planted
 in centre of
 thicket / shrubbery
 provides opportunities
 for bio-diversity
 & protection of thorn
~~thorn~~ ^{shrubs} planted

BULMER SITE P.O.S. - Sketches of proposed informal path - NTS
 & planting arrangement options.

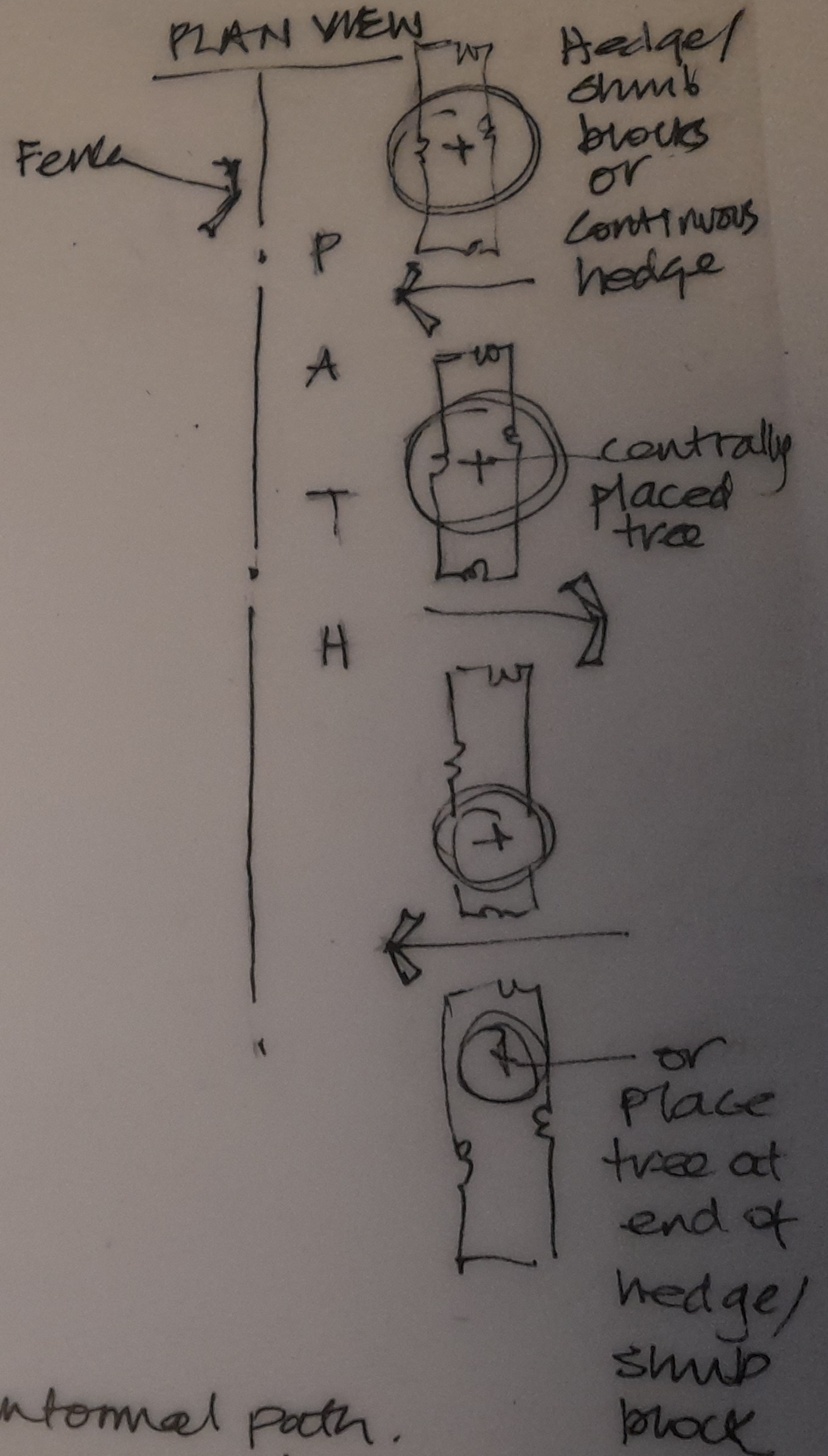


2m wide
hedge/mounded
shrub with
tree planted
within

PATH

Fence

Path next to
fence means no
plants growing
through hedge
and no problems
with access to
maintenance,
maintain low
shrubby & good
visibility to path



PLAN VIEW

Fence

P

A

T

H

Hedge/
shrub
block
or
continuous
hedge

centrally
placed
tree

or
place
tree at
end of
hedge/
shrub
block

BULMER SHE P.O.S — Sketches of proposed informal path,
with planting arrangement options

ENFORCEMENT NOTIFICATIONS - 26 APRIL 2022

18 Caldbeck Drive, Woodley, Wokingham, RG5 4LA

Unauthorised conversion of loft with out planing permission

184 Loddon Bridge Road, Woodley, Wokingham, RG5 4AA

Additional window installed into rear of property

Land to the South of Sandford Farm Cottage, Perimeter Road, Woodley, RG5 4SU

TPO trees removed without permission

The Waterside, Fairwater Drive, Woodley, Wokingham, RG5 3EZ

Floodlights on poles without planning permission & wattage too bright into neighbouring

81 Loddon Bridge Road, Woodley, Wokingham, RG5 4AR

Large building has been partly built in rear garden without planning permission

79 Loddon Bridge Road, Woodley, Wokingham, RG5 4AR

Large outbuilding without planning permission

67 Woodlands Avenue, Woodley, Wokingham, RG5 3HF

Large outbuilding in rear garden without planning permission & TPO's possibly damaged

6 Malone Road, Woodley, Wokingham, RG5 3NP

Rear extension, also changing the garage to a room without planning permission

ENFORCEMENT CLOSURES - 26 APRIL 2022

74 Howth Drive, Woodley, Wokingham, RG5 3EG

Garage conversion into habitable space without planning permission
Application submitted

79 Bruce Road, Woodley, Wokingham, RG5 3DY

Unauthorised business operating and high pergola built
Not expedient

2 Oak Drive, Woodley, Wokingham, RG5 4BA

Building work not in accordance with approved plans
Application submitted

Loddon Park (Formerly Land At Sandford Farm), Perimeter Road, Woodley, Reading, RG5 4TE

Elm Drive and Jasmine Square landscaping relating to F/2011/1629
No breach

40 Austin Road, Woodley, Wokingham, RG5 4EL

Large construction to rear of property no planning application
No breach

38 & 40 Wheble Drive, Woodley, RG5 3DT

Enclosure of open green space
No breach